

MARSHALL CITY COUNCIL AGENDA

Monday - 7:00 P.M.

March 7, 2022

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION Brandon Crawford, Grace Baptist Church
- 4) PLEDGE OF ALLEGIANCE
- 5) APPROVAL OF AGENDA Items can be added or deleted from the Agenda by Council action.
- 6) PUBLIC COMMENT ON AGENDA ITEMS Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.

7) CONSENT AGENDA

A. <u>Authorized Signers on City Bank Accounts</u>

City Council will consider the recommendation to approve the resolution authorizing William Dopp III, Deputy Finance Director and Derek Perry, City Manager as legal signers for accounts belonging to the City of Marshall and authorizing Tamera Palodichuk, Payroll/Accounting Clerk, to conduct daily business effective February 26, 2022.

B. DDA and LDFA Annual Reports

City Council will consider the recommendation to accept and authorize the publication of the FY21 DDA and LDFA Annual Reports.

C. Cronin Grant Request – Activation Zone

City Council will consider the recommendation to approve the application to the Cronin Foundation for \$100,000 to be used in the social area for the Activation Zone project.

D. <u>Cronin Grant and Marshall Community Foundation Grant</u> Requests – Eaton Park

City Council will consider the recommendation to approve the grant applications and acceptance of both the Cronin and Marshall Community Foundation grants for the development of Eaton Park – Phase 1.

E. Annual Poppy Sales

City Council will consider the request by the American Legion to conduct their Annual Poppy Sales on May 20 and 21, 2022.

F. City Council Minutes

Regular Session.....Tuesday, February 22, 2022

G. City Bills

Regular Purchases	\$ 154,628.64
Weekly Purchases –2/18/22	\$ 1,192,787.46
Weekly Purchases –2/25/22	\$ 31,892.02
Total	\$ 1 370 308 12

Mayor:

Joe Caron

Council Members:

Ward 1 - Scott Wolfersberger

Ward 2 - Jim Schwartz

Ward 3 - Jacob Gates

Ward 4 - Jen Rice

Ward 5 - Ryan Underhill

At-Large - Ryan Traver

PRESENTATIONS AND RECOGNITIONS

Introduction of Patrol Officer – Erin Hug



Event Report - United STEPS Luminary

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

Zoning Amendment Application #RZ22.01 to rezone 108 N. Park Avenue and 302 W. Michigan Avenue from POSD-Professional Office Service to B-3 Neighborhood Commercial District

City Council will hear public comment and consider the recommendation from Planning Commission to approve Rezoning Request #RZ22.01 for 108 N. Park Avenue and 302 W. Michigan Avenue to rezone from POSD-Professional Office Service District to B-3 Neighborhood Commercial District.

Zoning Amendment Application #RZ22.02 to rezone 111 N. Grand B. Street from POSD-Professional Office Service District to R-3 Traditional Residential

City Council will hear public comment and consider recommendation from the Planning Commission to approve Rezoning Request #RZ22.02 for 111 N. Grand Street to rezone from POSD-Professional Office Service District to R-3 Traditional Residential.

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

Powerhouse Mower Purchase A.

City Council will consider the recommendation to approve the purchase of one (1) Grasshopper mower model 725D for \$18,000 from Kellogg's Repair and Motorsports of Marshall.

Special Events Application Process В.

City Council will review the application process and procedure for Special Events.

Market on Main "Summer Block Party" Event C.

City Council will consider the approval of the Market on Main "Summer Block Party" Event.

13) APPOINTMENTS / ELECTIONS

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any item not on the agenda.

15) COUNCIL AND MANAGER COMMUNICATIONS.

16) ADJOURNMENT

Respectfully submitted,

March 7, 2022

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3/7/22 CC Packet

Derek Perry City Manager



ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

REPORT TO:

Honorable Mayor and City Council

FROM:

Derek Perry, City Manager

William Dopp, Deputy Finance Director

SUBJECT:

Authorized Signers on City Bank Accounts

BACKGROUND: Banking and financial institutions require a resolution from the governing body for the persons authorized to have access to bank accounts held in the name of and for the City of Marshall. Periodically this resolution needs to be "updated" for the record. With the retirement of our City Manager, it is necessary for the City Council to affirm those persons authorized as account signers for the City of Marshall. All city accounts will be updated with new signature cards and this resolution shall be placed on file with all financial institutions holding moneys belonging to the City.

RECOMMENDATION: Adopt the attached resolution authorizing William Dopp III, Deputy Finance Director and Derek Perry, City Manager as legal signers for accounts belonging to the City of Marshall and authorizing Tamera Palodichuk, Payroll/Accounting Clerk, to conduct daily business effective February 26, 2022.

FISCAL EFFECTS: None. This is an administrative policy only.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

William C Dopp ET

William Dopp III

Deputy Finance Director

Derek Perry City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CITY OF MARSHALL, MICHIGAN RESOLUTION # 2022-

WHEREAS, all financial institutions require a resolution to name or change persons authorized to act on behalf of the City of Marshall on checking, savings, pool funds, investments, or share accounts; and

WHEREAS, Tom Tarkiewicz has retired effective February 25, 2022, and Derek Perry has replaced Tom effective February 26, 2022.

THEREFORE, BE IT RESOLVED, that the Marshall City Council certifies to all financial institutions where accounts are held in the name of and on behalf of the City of Marshall that the following persons are authorized to transact business on said bank accounts effective February 26, 2022:

Derek Perry, City Manager William Dopp, Deputy Finance Director/ Treasurer Tamera Palodichuk, Payroll/Accounting Clerk

AYES:

NAYS:	
Dated: March 7, 2022	
	Trisha Nelson, City Clerk
certify that the foregoing is a true and co Council, city of Marshall, county of Calho on March 7, 2022 and that said meeting	the City Clerk for the City of Marshall, hereby emplete copy of a resolution adopted by the City oun, state of Michigan, at a regular meeting held g was conducted in accordance with the Open id meeting were kept and will be or have been

Trisha Nelson, City Clerk



ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Derek Perry, City Manager

William Dopp III, Dep. Finance Director/Treasurer

SUBJECT: DDA and LDFA Annual Report

BACKGROUND: Pursuant to MCL 125.2163(3), the DDA and LDFA shall annually submit to the governing body (City Council) and the Michigan Tax Commission, a report on the status of its tax increment financing activity. Public Act 57 outlines specifically what the format and contents of the report Tax Increment Financing Authorities shall submit. The DDA and LDFA are required to publish the reports. The DDA and LDFA Board of Directors accepted, placed on file, and forwarded the annual reports to City Council on February 24, 2022.

RECOMMENDATION: It is recommended that Council accept and authorize the publication of the FY21 DDA and LDFA annual reports as presented, and authorize the Treasurer to file the reports with the Michigan State Tax Commission.

FISCAL EFFECTS: None.

CITY GOAL CLASSIFICATON: N/A

Respectfully submitted,

Derek Perry

City Manager

William Dopp III

Dep. Finance Director/Treasurer

William C Dopp ET

323 W. Michigan Ave.

Marshall, MI 49068

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Annual Report on Status of Tax Increment Financing Plan

Send completed form to: Treas-StateSharePropTaxes@michigan.gov	Municipality Name	TIF Plan Name	For Fiscal Years ending in
Issued pursuant to 2018 PA 57, MCL 125.4911 Filing is required within 180 days of end of authority's fiscal year ending in 2021.	Downtown Development Authority		2021
	Year AUTHORITY (not TIF plan) was created:	1981	
	Year TIF plan was created or last amended to extend its duration:	1982	
	Current TIF plan scheduled expiration date:		
	Did TIF plan expire in FY21?	No	
	Year of first tax increment revenue capture:	1982	
	Does the authority capture taxes from local or intermediate school districts, or capture the state education tax? Yes or no?	No	
	If yes, authorization for capturing school tax:		
	Year school tax capture is scheduled to expire:		

Revenue:	Tax Increment Revenue		\$	142,566
Revenue.	Property taxes - from DDA levy		\$	13,765
	Interest		\$ \$	77
		4050)		
	State reimbursement for PPT loss (Forms 5176 and	4650)	\$	30,302
	Other income (grants, fees, donations, etc.)		\$	35
		Total	\$	186,744
Tax Increment Revenues Received				
	From counties		\$	29,596
	From municipalities (city, twp, village)		\$	86,433
	From libraries (if levied separately)		\$	7,396
	From community colleges		\$	16,018
	From regional authorities (type name in next cell)	Marshall Ambulance	\$	3,123
	From regional authorities (type name in next cell)		\$	-
	From regional authorities (type name in next cell)		\$	-
	From local school districts-operating		\$	-
	From local school districts-debt		\$	-
	From intermediate school districts		\$	_
	From State Education Tax (SET)		\$	-
	From state share of IFT and other specific taxe	s (school taxes)	\$	_
		Total	\$	142,566
Expenditures	Parking Structure and Street Maint.		\$	39,267
	Supplies		\$	9,649
	Audit			
		_	\$	264
	Admin Costs		\$ \$	264 7,699
	Admin Costs		\$	7,699
	Admin Costs Data Processing & Communications		\$	7,699 720
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental		\$ \$ \$	7,699 720 20,952
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services		\$ \$ \$	7,699 720 20,952 54,335
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay		\$ \$ \$ \$	7,699 720 20,952 54,335 13,800
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal		\$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000
Transfers to other municipal fund (list fund name)	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Interest		\$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Interest		\$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000
Transfers to other municipal fund (list fund name) Transfers to other municipal fund (list fund name)	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Interest Debt Service - Bond Agent		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Interest	Total	\$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000 900 13
Transfers to other municipal fund (list fund name)	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund	Total	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000
	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund	Total	* * * * * * * * * * * * * * * * * * * *	7,699 720 20,952 54,335 13,800 15,000 900 13
Transfers to other municipal fund (list fund name) Outstanding non-bonded Indebtedness	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund	Total	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000 900 13 162,599
Transfers to other municipal fund (list fund name)	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund Principal Interest Principal	Total	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000 900 13 162,599 - 15,000
Transfers to other municipal fund (list fund name) Outstanding non-bonded Indebtedness	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund		\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	7,699 720 20,952 54,335 13,800 15,000 900 13 162,599 - 15,000 450
Transfers to other municipal fund (list fund name) Outstanding non-bonded Indebtedness	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund Principal Interest Principal	Total	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7,699 720 20,952 54,335 13,800 15,000 900 13 162,599 - 15,000
Transfers to other municipal fund (list fund name) Outstanding non-bonded Indebtedness	Admin Costs Data Processing & Communications Parking Structure Lease and Rental Contracted and Legal/Professional Services Capital Outlay Debt Service - Principal Debt Service - Bond Agent Transfers to General Fund Principal Interest Principal		\$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	7,699 720 20,952 54,335 13,800 15,000 900 13 162,599 - 15,000 450

CAPTURED VALUES	Overall	Tax rates o			
PROPERTY CATEGORY	Current Taxable Value	Initial (base year) Assessed Value	Captured Value	+	
Ad valorem PRE Real	\$ 224,005	\$ 95,929	\$ 128,076	32.138000	00
Ad valorem non-PRE Real	\$ 7,010,640	\$ 3,058,851	\$ 3,951,789	32.1380000)
Ad valorem industrial personal	\$	\$ -	\$	0.0000000	
Ad valorem commercial personal	\$ 1,302,200	\$ 825,500	\$ 476,700	32.1380000	
Ad valorem utility personal	\$	\$ -	\$	0.0000000	
Ad valorem other personal	\$ -	\$ -	\$ -	0.0000000	
IFT New Facility real property, 0% SET exemption	\$		\$	0.0000000	
IFT New Facility real property, 50% SET exemption	\$ -	\$ -	\$ -	0.0000000	
IFT New Facility real property, 100% SET exemption	\$ -	\$ -	\$ -	0.0000000	
IFT New Facility personal property on industrial class land	\$ -	\$ -	\$ -	0.0000000	
IFT New Facility personal property on commercial class land	\$ -	\$ 245,921	\$ (245,921)	16.0690000	
IFT New Facility personal property, all other	\$ -	\$ -	\$ -	0.0000000	
Commercial Facility Tax New Facility	\$ -	\$ -	\$ -	0.0000000	
IFT Replacement Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	
Commercial Facility Tax Restored Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	
Commercial Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	
Neighborhood Enterprise Zone Act	\$ -	\$ -	\$ -	0.0000000	
Obsolete Property Rehabilitation Act	\$ -	\$ -	\$	0.0000000	
Eligible Tax Reverted Property (Land Bank Sale)	-	\$ -	\$ -	0.0000000	
Exempt (from all property tax) Real Property	\$ -	\$ -	\$ -	0.0000000	
Total Captured Value		\$ 4,226,201	\$ 4,310,644		

Annual Report on Status of Tax Increment Financing Plan

Send completed form to: Treas-StateSharePropTaxes@michigan.gov	City of Marshall	TIF Plan Name	For Fiscal Years ending in
Issued pursuant to 2018 PA 57, MCL 125.4911 Filing is required within 180 days of end of authority's fiscal year ending in 2021.	Local Development Finance Authority	137508	2021
	Year AUTHORITY (not TIF plan) was created:	1991	
	Year TIF plan was created or last amended to extend its duration:	1992	
	Current TIF plan scheduled expiration date:		
	Did TIF plan expire in FY21?	No	
	Year of first tax increment revenue capture:	1992	
	Does the authority capture taxes from local or intermediate school districts, or capture the state education tax? Yes or no?	No	
	If yes, authorization for capturing school tax:		
	Year school tax capture is scheduled to expire:		

Revenue:	Tax Increment Revenue		\$	356,123
	Property taxes - from DDA levy		\$	-
	Interest		\$	20,029
	State reimbursement for PPT loss (Forms 5176 and	4650)	\$	142,251
	Other income (grants, fees, donations, etc.)		\$	133,964
		Total	\$	652,367
Tax Increment Revenues Received				
	From counties		\$	74,000
	From municipalities (city, twp, village)		\$	215,738
	From libraries (if levied separately)		\$	18,396
	From community colleges		\$	39,848
	From regional authorities (type name in next cell)	Marshall Ambulance	\$	8,140
	From regional authorities (type name in next cell)		\$	-
	From regional authorities (type name in next cell)		\$	-
	From local school districts-operating		\$	-
	From local school districts-debt		\$	-
	From intermediate school districts		\$	-
	From State Education Tax (SET)		\$	-
	From state share of IFT and other specific taxe	s (school taxes)	\$	_
		Total	\$	356,123
Expenditures	Professional Services		\$	264
	MAEDA (Economic Development)		\$	235,000
	Audit	_	\$	-
	Contracted Services		\$	8,910
	Admin Costs		\$	150,537
	Property Taxes		\$	360
	Capital Outlay		\$	-
	Dues & Memberships		\$	93
	Misc Expenses		\$	375
			\$	-
			\$	-
Transfers to other municipal fund (list fund name)			\$	-
Transfers to other municipal fund (list fund name)			\$	-
	Transfers to General Fund		\$	-
		Total	\$	395,539
Outstanding non-bonded Indebtedness			\$	-
	Principal			
	Principal Interest		\$	-
Outstanding bonded Indebtedness	·		\$ \$	-
	Interest			-
	Interest Principal	Total	\$	- - -
	Interest Principal	Total	\$ \$	- - -

CAPTURED VALUES				Overall Tax rates ca	aptured by TIF plan
PROPERTY CATEGORY	Current Taxable Value	Initial (base year) Assessed Value	Captured Value	+	TIF Revenue
Ad valorem PRE Real	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem non-PRE Real	\$ 12,481,742	\$ 1,284,100	\$ 11,197,642	32.1380000	\$359,869.82
Ad valorem industrial personal	\$ 2,964,200	\$ 1,440,350	\$ 1,523,850	32.1380000	\$48,973.49
Ad valorem commercial personal	\$ 93,600	\$ 14,600	\$ 79,000	32.1380000	\$2,538.90
Ad valorem utility personal	\$	\$ -	\$	0.0000000	\$0.00
Ad valorem other personal	\$	\$ -	\$	0.0000000	\$0.00
IFT New Facility real property, 0% SET exemption	\$ 649,057	\$ 1,097,250	\$ (448,193	16.0690000	(\$7,202.01)
IFT New Facility real property, 50% SET exemption	\$	\$ -	\$	0.0000000	\$0.00
IFT New Facility real property, 100% SET exemption	\$	\$ -	\$	0.0000000	\$0.00
IFT New Facility personal property on industrial class land	\$ 137,700	\$ -	\$ 137,700	16.0690000	\$2,212.70
IFT New Facility personal property on commercial class land	\$	\$ 3,235,450	\$ (3,235,450	16.0690000	(\$51,990.45)
IFT New Facility personal property, all other	\$	\$ -	\$	0.0000000	\$0.00
Commercial Facility Tax New Facility	\$	\$ -	\$	0.0000000	\$0.00
IFT Replacement Facility (frozen values)	\$	\$ -	\$	0.0000000	\$0.00
Commercial Facility Tax Restored Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Neighborhood Enterprise Zone Act	\$ -	\$ -	\$	0.0000000	\$0.00
Obsolete Property Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Eligible Tax Reverted Property (Land Bank Sale)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Exempt (from all property tax) Real Property	\$ -	\$ -	\$ -	0.0000000	\$0.00
Total Captured Value		\$ 7,071,750	\$ 9,254,549		\$354,402.45 Total TIF Reve



ADMINISTRATIVE REPORT March 7, 2022 – CITY COUNCIL MEETING

REPORT TO:

Mayor and City Council

FROM:

Derek Perry, City Manager

Eric Zuzga, Director of Community Services Marguerite Davenport, Director of Public Services

SUBJECT:

Cronin Grant Request - Activation Zone

BACKGROUND: Over the past year City staff have worked with the Downtown Development Authority and a stakeholder committee to finalize the conceptual design for the Activation Zone project (area bounded in red in the picture below).



The City has been working on funding this project since the conceptual design completion. The current budget is \$1.3 million. Several funding avenues exist, including the 2020 street millage that was planned for a portion of Green Street, the Major Street Fund. DDA funds, and **MEDC** recently

introduced a new round of Revitalization and Placemaking (RAP) funding.

In 2021, the Cronin foundation supported the social area in the north part of lot 10 with a \$25,000 grant for tables, benches, and barricades.

RECOMMENDATION: Approve the application to Cronin Foundation for \$100,000 to be used in the social area for the Activation Zone project.

Eric Zuzga

Director of Community Services

FISCAL EFFECTS: None anticipated at this time.

Respectfully submitted,

Derek Perry City Manager

P. Sput

Marguerite Davenport
Director of Public Services

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

APPLICATION FOR GRANT TO THE CRONIN FOUNDATION

1. NAME, ADDRESS, TELEPHONE NUMBER, AND POINT OF CONTACT:

Marguerite Davenport
Director of Public Services
City of Marshall
323 W. Michigan Ave.
Marshall, MI 49068
269-558-0323

2. WHO IS THE PERSON RESPONSIBLE FOR CARRYING OUT THE PROJECT? HOW WILL EXECUTION OF THE PROJECT BE SUPERVISED? WHO WILL BE THE PROJECT CONTRACT PERSON?

The person responsible for carrying out the project is Marguerite Davenport, Director of Public Services. She will be assisted by Director of Community Services, Eric Zuzga.

The project consists of design and construction of improvements to the City of Marshall Downtown area bounded by South Eagle Street, West Green Street, South Jefferson Street, and Michigan Avenue. The project, titled Activation Zone, is designed to infuse the downtown area with increased parking, social area gathering, and beautification.

3. IS THE ORGANIZATION CARRYING OUT THE PROJECT AND/OR PROGRAM A QUALIFIED 509(A)(1) OR (2), AN EDUCATIONAL INSTITUTION, MUNICIPAL CORPORATION, OR ECCLESIASTICAL ORGANIZATION?

The City of Marshall is a Governmental Municipal Corporation.

4. HAS THE ORGANIZATION SECURED TAX-EXEMPT STATUS UNDER SECTION 501(C)(3) OF THE IRS CODE? IF SO, INCLUDE A COPY OF THE IRS DETERMINATION LETTER.

Yes, the City of Marshall is considered a tax-exempt organization under Federal law.

- 5. DESCRIBE THE PROJECT AND/OR PROGRAM.
 - a. What are its objectives?

The Activation Zone project has been designed and influence by a dedicated group of community stakeholders with interests in the area and a community open house held in late 2021. Through this public engagement several objectives became prevalent and they are as follows:

 Parking: The City's downtown area is seeing increased utilization by the influx of residential apartment construction along with our consistently high occupancy rates

- for retail spaces. Parking will be improved by rehabilitation of Lot 10 (Green Street), reconstruction of West Green Street from South Eagle to South Jefferson adding net 20 parking spaces, conversion of South Jefferson Street to one-way parking adding net 11 parking spaces, and rehabilitation of Lot 9 (South Jefferson Street).
- 2. Beautification: The south alley will become an extension of the beauty the City displays along Michigan Avenue by eliminating the need for individual property dumpsters through the construction of community dumpster enclosures. The stakeholder committee has discussed public art opportunities, including on the existing electrical infrastructure in the alley (that is cost prohibitive to move). In addition, the Downtown Development Authority has supported the plan with an express interest in moving the aerial electrical and communication lines along Green Street to underground.
- 3. Social Gathering: The project plans include a social gathering area in the north part of Lot 12. With the creation of a Social District in the downtown area requests for outdoor gathering areas have increased. This area is designed for year-round use in Michigan with heaters under the covered portion. With the gathering location's proximity to downtown, the Marshall District Library, and new urban apartments it is expected uses of the area will range from morning to evening and could be the hub for special events downtown.
- b. How will it benefit persons living primarily in the Marshall School District?

This project is location in the center of Marshall's downtown. Due to its proximity to Marshall Middle School, the social area will undoubtedly be a safe and convenient area for after school meetings and family dinners after evening activities. In addition, the parking improvements on West Green Street and South Jefferson Street have been designed with high pedestrian traffic in mind. Traffic counts were completed on Green Street and Jefferson Street during the school day prior to the determination that a one-way street on South Jefferson Street was feasible. The Marshall District Library is committed to supporting the area through extending their free Wi-Fi service to the seating area.

c. Where will it be carried out?

The project is identified by lot 10 (the lot on the north side of the 100 block West Green Street), West Green Street between South Eagle and South Jefferson Streets, South Jefferson Street from Michigan Ave to Green Street, and Lot #9 (on the east side of the 100 block of South Jefferson Street).

d. How will it be carried out?

Once funds are secured, plans will be finalized and bids sought for the work.

e. When will it be carried out?

The road improvements are scheduled for the summer of 2023. The parking lot improvements will be completed when adequate funding is secured.

6. ARE THERE SIMILAR PROJECTS? WHAT DISTINGUISHES THIS PROJECT AND/OR PROGRAM FROM OTHERS IN THE SAME GENERAL FIELD? DOES THIS PROJECT HAVE UNIQUE CHARACTERISTICS?

Within the southwest Michigan region, several gathering area projects have been created out of demand from the corona virus pandemic. However, a project incorporating all of the objectives described above is unique, especially to the City of Marshall. This project is distinguished by the proposed social area as it would be the only one of its kind in the City of Marshall. Additionally, this is the first area where community dumpster use would be required by retail and residential properties to aid in the beautification of the space.

7. WHAT IS THE PROPOSED BUDGET FOR THE PROJECT AND/OR PROGRAM?

Street Improvements	\$ 390,000
Parking Lot Improvements	\$ 160,000
Social Area	\$ 218,000
Beautification	\$ 148,000
Contingency	\$ 183,200
Engineering	\$ 132,000
Future Maintenance Fund	\$ 26,600
Total	\$ 1,257,800

8. HOW MUCH MONEY IS BEING REQUESTED FROM THE CRONIN FOUNDATION?

The City respectfully requests \$100,000 from the Cronin Foundation to support the social gathering area and canopy in the north part of Lot 12.

9. WILL THE PROJECT REQUIRE ADDITIONAL FUNDING TO SUSTAIN IT? HOW WOULD SUSTAINING FUNDS BE RAISED IF REQUIRED?

The City is requiring all new capital projects come with a 10% of construction cost for future maintenance activities. This project encompasses a variety of areas including public right-of-way which is supported through Act 51 revenue. Therefore the 10% was taken from the cost for the dumpster enclosure and social area.

10. HAVE FUNDS BEEN REQUESTED FROM OTHER SOURCES? IF SO, IN WHAT AMOUNTS? HAVE ANY OTHER FUNDS BEEN RECEIVED? IF SO, FROM WHOM AND AMOUNTS RECEIVED FROM

EACH. IF TURNED DOWN, DO YOU HAVE ALTERNATE PLANS FOR RAISING FUNDS? IF SO, WHAT HAVE YOU CONSIDERED DOING?

The City is in the beginning stages of funding requests for this projects. Several options are available and being explored. The section of West Green Street being considered for reconstruction was scheduled for rehabilitation under the 2020 Street Millage campaign which was passed by the voters in November of 2020. \$25,000 of the street millage funds can be used towards the improvements with in the public right-of-way.

The Michigan Economic Development recently announced a round of funding available under their Revitalization and Placemaking Program. The City is researching the requirements of this funding and plans to submit a funding request for the Activation Zone.

The DDA has been involved in the planning portion of this project. Through discussions about the project the board has voiced support for a financial contribution to the projects in an amount to be determined, but, at a minimum, it must be sustainable based on the board's current financial status.

11. IF THE APPLICANT IS A PRESENTLY ACTIVE ORGANIZATION, THE LAST THREE YEARS' FINANCIAL STATEMENTS ARE REQUIRED TO BE SUBMITTED. IN THE EVENT THE APPLICANT IS A NEW ORGANIZATION, A CURRENT BALANCE SHEET AND PROPOSED BUDGET SHOULD BE SUBMITTED.

The City's audited financials can be found here: http://www.cityofmarshall.com/faqs/53

12. INCLUDE ANY ADDITIONAL STATEMENT OR INFORMATION YOU FEEL WOULD BE HELPFUL IN THE EVALUATION OF THIS REQUEST.

The City of Marshall is grateful for the Cronin grant provided in 2021 for tables, benches, and barricades to be utilized in the parking area's designated gathering spot. This donation will not go to waste as the City will incorporate the tables and benches in the social area design. The barricades will be kept and stored for use during special events as needed throughout the year. They can be beneficial for a myriad of existing events held downtown.

The City of Marshall identified the project scope early in 2021 and when the design was financially supported by DDA, it was evident that a stakeholder group was needed to represent all the interests of property owners adjacent to Lot 10. The committee was assembled and attended presentations of the top 3 firms that bid on the project. Progressive AE was selected by the committee after the presentations to create the project plans. The first stakeholder committee meeting was held in April and the second was held in September. The committee members were as follows:

- Pam Wolfersberger, Marshall Area Farmers Market Manager
- Ryan Traver, City Council Member and Business Owner
- Angela Semifero, Marshall District Library

- Amy Peterson, MAEDA Staff
- Sue Damron, Business Owner
- Mark Walker, Business Owner
- Tara Egnatuk, Marshall Middle School Principal
- Eric Zuzga, City Staff
- Marguerite Davenport, City Staff

The Marshall Public Schools middle school principal was a member of the committee and consulted directly in September of 2021 regarding pedestrian traffic at the intersection of Green and Jefferson Streets. An informational meeting was held with the stakeholders and all directly adjacent business owners on October 27, 2021. The event was well attended with 15 virtual attendees and 12 in-person. After the property owner meeting a public open house was held on the same day with approximately 20 attendees.

Dr. Heidenrich, business owner in the northeast corner of Jefferson and Green, declined joining the committee but did attend the public open house and voiced his support for the project and noted the parking improvements would be good for his business. Additionally, as a member of Zion Lutheran Church, located at 209 South Eagle Street and adjacent to the construction, he represented their concerns. Specifically, Dr. Heidenrich and Larry Martz met with City staff to discussed the proposed shared driveway for the church and city lot #11. After hearing their concerns, it was concluded that a shared driveway is not the best solution. The church driveway will remain in the same location, but the city lot access will be removed. The access for the city lot is not necessary and its removal increases the amount of on-street parking.

Collaboration has been critical to the success of this project thus far and it is expected that collaboration will continue as final construction plans are developed. The City and stakeholder committee has remained focused on activating this area for all users. The success of Marshall's downtown is not rooted in one business or industry and the design of this project is evidence that multiuse areas can be beneficial for all.



ENGINEER'S OPINION OF PROBABLE PROJECT COST

Project: Activation Zone Project	Project No:	NA
Parking, Beautification, and Social Gather Area Improvements	Estimator:	Various
Status: Budgetary	Date:	2/28/2022

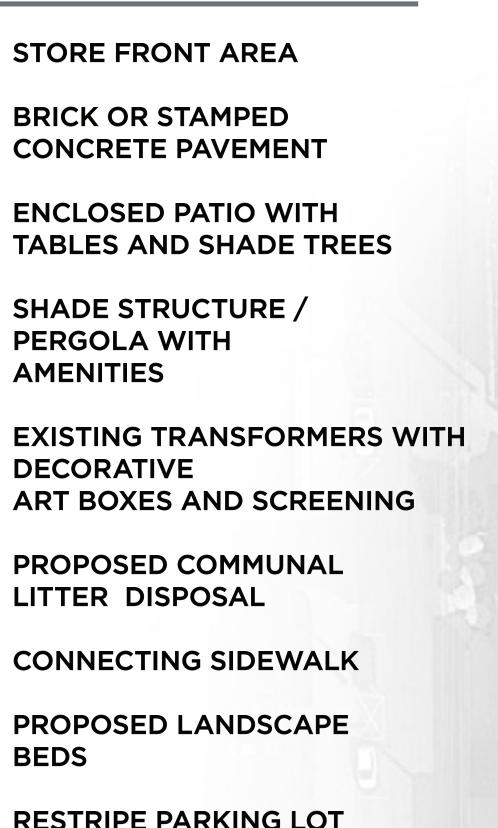
Item No.	Item Description	Unit	Qty	(Jnit Price		Total Price
Street Improvements							
1	Green Street Reconstruction	LS	1	\$	360,000	\$	360,000.00
2	South Jefferson Street One-Way Conversion	LS	1	\$	30,000	\$	30,000.00
		Street	Improver	nen	ts Subtotal	\$	390,000.00
Parking L	ot Improvements						
3	Lot 12 Rehabilitation	LS	1	\$	120,000.00	\$	120,000.00
4	Lot 9 Rehabilitation	LS	1	\$	40,000.00	\$	40,000.00
	Park	ing Lot	Improven	nen	ts Subtotal	\$	160,000.00
Social Ar	ea						
6	Gathering Area and Canopy	LS	1	\$	100,000.00	\$	100,000.00
7	Landscaping and Lighting	LS	1	\$	118,000.00	\$	118,000.00
			Social	Are	ea Subtotal	\$	218,000.00
Beautific	ation						
7	Dumpster Enclosures	Ea	2	\$	24,000.00	\$	48,000.00
8	Aerial to Underground Infrastructure	LS	1	\$	100,000.00	\$	100,000.00
	Beautification Subtotal						148,000.00
Construction Subtotal						\$	916,000.00
Contingency, 20%							183,200.00
				Proj	ect Subtotal	\$	1,099,200.00
Design and Construction Engineering, 12%						\$	131 904 00



EXPANDED STREET PARKING MODIFICATIONS

-UTILITY POLE LOCATIONS PRESERVED, TREES REMOVED TO MAXIMIZE PARKING

-PARKING ADJACENT TO **RESIDENTIAL PROPERTY**



RESTRIPE PARKING LOT

+/- 59 SPACES, **WAS 80 SPACES**

LEGEND

NEW W GREEN ST ANGLED PARKING +/- 73 SPACES

PROPOSED ONE WAY J **EFFERSON ST WITH ANGLED** PARKING +/- 17 SPACES

RESTRIPE PARKING LOT +/- 42 SPACES

COMBINE DRIVEWAY ENTRANCES

NEW PARKING LOT SHADE TREES

PRESERVED UTILITY POLES









*ALT. JEFFERSON ANGLED +31 SPACES

NET GAIN:

+20 SPACES

SITE FURNITURE







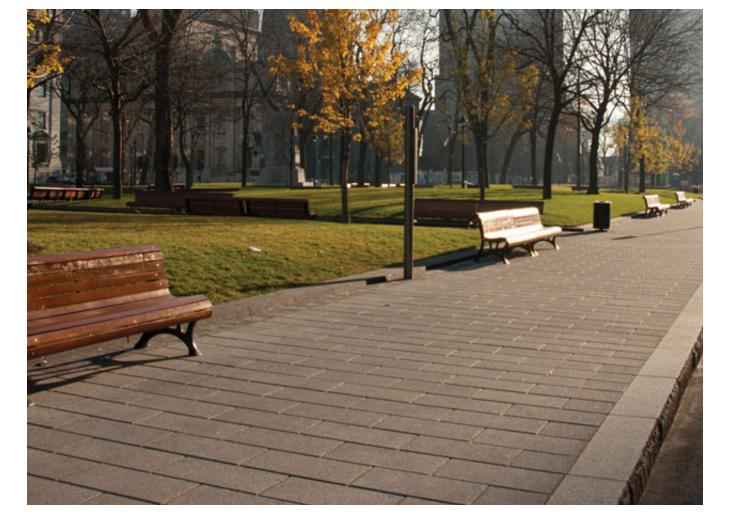


TRANSFORMER / UTILITY ART BOXES



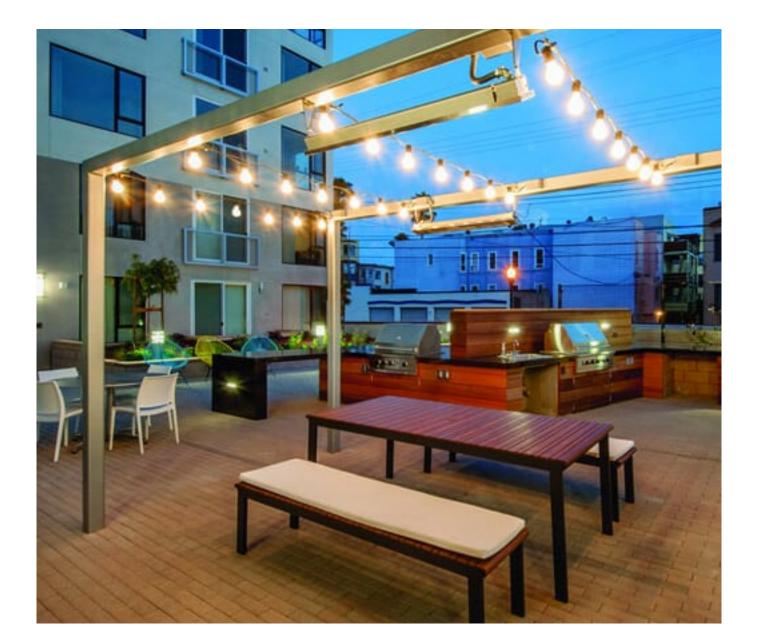


PAVEMENT

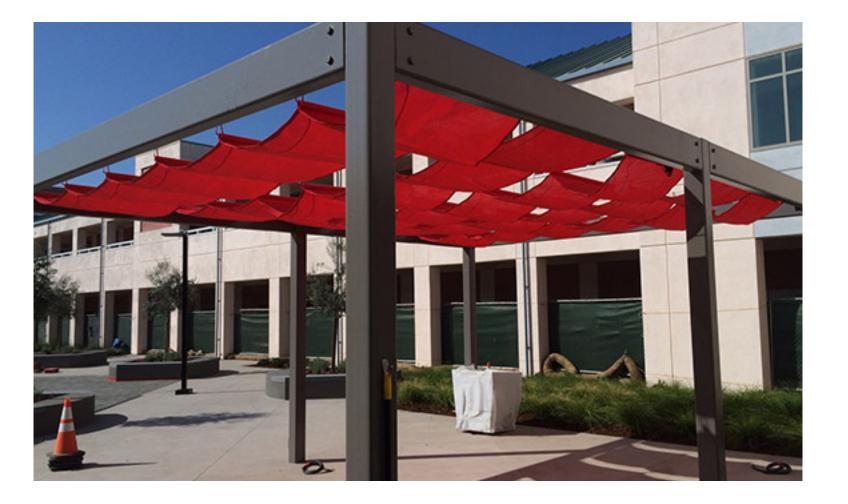


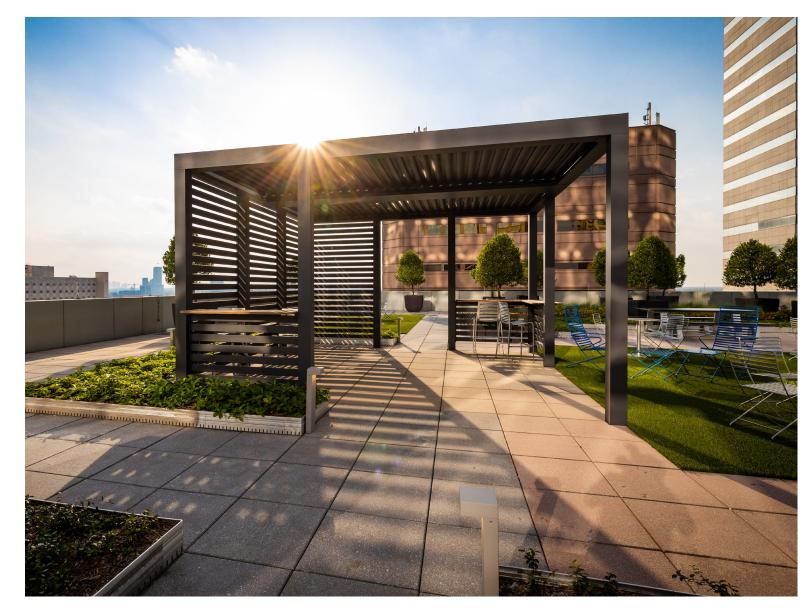


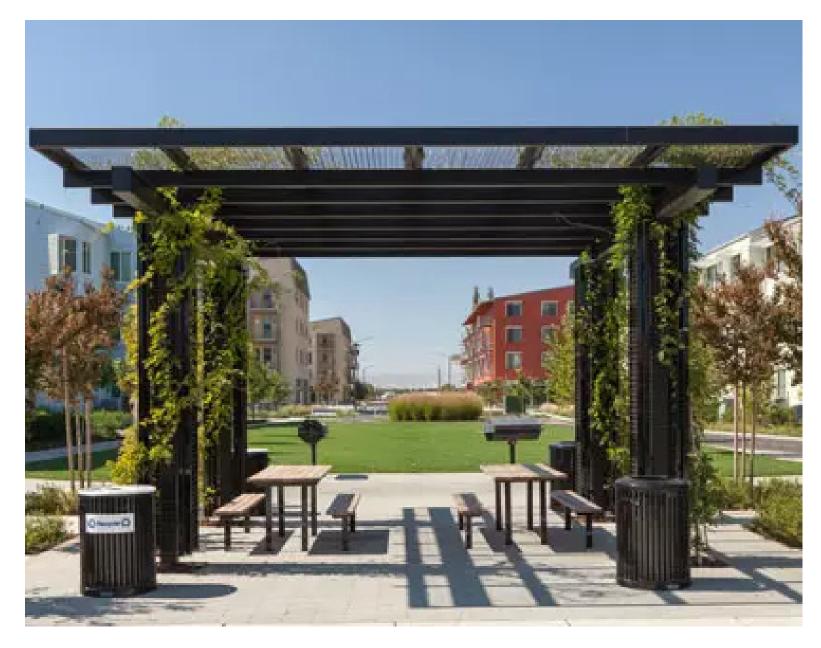
LIGHTING AND HEATING



SHADE STRUCTURES













ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council Members

FROM: Eric Zuzga, Director of Community Services

Marguerite Davenport, Director of Public Services

Derek Perry, City Manager

SUBJECT: Eaton Park- Cronin and Marshall Community

Foundation grants

BACKGROUND: After the donation of the former Eaton parking lot at Hanover and Fountain Streets, a committee was formed to work on the development of the property. The development process was separated into phases, with the pickleball courts, parking lot, and bathrooms encompassing the first phase. The next step in the development process involved the committee members and city staff developing a funding plan for the completion of phase 1.

This plan was going to be implemented in the first quarter of 2022, but Mayor Caron notified us that the Cronin Foundation did not have many applications and that it would be advantageous to apply. An application was drafted quickly and submitted resulting in a \$400,000 grant being awarded to the City.

At the same time, the Community Foundation 4th quarter window was open. Staff met with foundation staff and determined that a larger than normal grant could be applied for the redevelopment of the parking lot. A \$50,000 grant was applied for and we were recently notified of the success of our application.

RECOMMENDATIONS: It is recommended that City Council approve the grant applications and acceptance of both the Cronin and Marshall Community Foundation grants for the development of Eaton Park- phase 1.

FISCAL EFFECTS: A budget amendment will be necessary when we determine that construction can go forward. Staff have built in a \$100,000 maintenance and replacement fund in the project budget to account for necessary maintenance and repairs for this phase of the project.

ALTERNATIVES:

As suggested by Council.

Respectfully submitted,

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Derek Perry Eric Zuzga
City Manager Director of

Director of Community

Marguerite Davenport Director of Public Services Services



Date: March 7th, 2022

To: The Honorable Mayor Joe Carron

From: Chuck Baker – American Legion Post 79 - Commander

Dear Mayor Carron and City Council Members:

City of Marshall

323 W. Michigan Ave.

Marshall, MI 49068

The American Legion, Stanley E. Lamb Post 79, Marshall, MI is asking approval to conduct their annual Poppy Sale fundraiser at various locations within the City of Marshall on May 20th and May 21st, 2022.

The American Legion, Stanley E. Lamb Post 79 is a 501(c)(19) tax exempt military veterans' organization under the IRS code.

All profits raised by the poppy sale go exclusively toward the assistance of military veterans and present members of the military in need. This assistance includes, but is not limited to, providing access to a Legion service officer to assist with dealing with the bureaucracy of the Veterans Administration. Among the other uses of the proceeds from this sale is the purchase of coupon books to allow patients at the Battle Creek VA hospital to purchase snacks and toiletries. Donations to "Haven of Rest" of Battle Creek and "Veterans Helping Veterans" who provide much needed assistance to our areas Homeless Veterans. We support the Michigan Talons Out, Veterans Honor Flight's to Washington DC.

Sincerely,

Charles Baker - Post Commander

hals (Bake

110 Highfield Rd.

Marshall, MI 49068

(269) 986-2875

Michael Menard - Post Adjutant

16771 23 Mile Rd.

Marshall, MI 49068

(269) 781-2888

Marshall City Council, Regular Session Tuesday, February 22, 2022 Unofficial

CALL TO ORDER

IN REGULAR SESSION, Tuesday, February 22, 2022 at 7:00 P.M., in the Council Chambers of City Hall, 323 West Michigan Avenue, Marshall, MI 49068. City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

Present:

Council Members: Mayor Caron, Gates, Rice, Schwartz,

Traver, Underhill and Wolfersberger.

Also Present:

City Manager Tarkiewicz and Clerk Nelson

Absent:

None.

INVOCATION/PLEDGE OF ALLEGIANCE

Devon Shepherd of Woodland Church gave the invocation and Mayor Caron led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Wolfersberger, supported Rice, to approve the agenda with the relocating of items 7 C thru F from the Consent Agenda to item 12 A thru D under Reports. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Schwartz, supported Underhill, to approve the Consent Agenda:

- A. Schedule a public hearing for March 21, 2022 to hear public comment on Rezoning Request #RZ22.03 to rezone 423 Mitchell Street from MFRD Multi-Family Residential District to I-1 Research and Technology District;
- B. Approve the resolution to appoint Kevin Maynard as the MSCPA Commissioner and Derek Perry as the Alternate Commissioner;
- C. Approve the County Parks Millage allocation of \$19,996 to be used for continued repairs to the Riverwalk in 2022;
- D. Minutes of the City Council Regular Session held on Monday, February 7, 2022;
- E. Approve city bills in the amount of \$1,433,333.84

On a roll call vote – ayes: Gates, Rice, Schwartz, Traver, Underhill, Wolfersberger, and Mayor Caron; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

None.

Marshall City Council, Regular Session Tuesday, February 22, 2022 Unofficial

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Adoption of the Six Year Capital Improvement Program for the period July 1, 2022 through June 30, 2028:

William Dopp presented the Capital Improvement Plan and explained that it is the "guide" for future capital improvements. The ground work has been laid through the CIP Process to ensure that capital improvements are identified and prioritized.

Mayor Caron opened the public hearing to hear public comment regarding the July 1, 2022 through June 30, 2028 Capital Improvement Program.

Hearing no comment, the hearing was closed.

Moved Gates, supported Rice, to approve the July 1, 2022 through June 30, 2028 Capital Improvement Program for the City of Marshall. On a voice vote - **MOTION CARRIED**.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. 2nd Quarter Financial Report:

Moved Wolfersberger, supported Gates, to accept and place on file the 2nd Quarter Financial Report. On a voice vote: **MOTION CARRIED**.

B. 2nd Quarter Investment Portfolio:

Moved Gates, supported Rice, to accept and place on file the 2nd Quarter Investment Portfolio Report. On a voice vote - **MOTION CARRIED**.

C. 2nd Quarter Cash & Investment Position Report:

Moved Wolfersberger, supported Underhill, to accept and place on file the 2nd Cash & Investment Position Report. On a voice vote – **MOTION CARRIED**.

D. FY 2022 2nd Quarter Budget Amendments:

Moved Gates, supported Schwartz, to adopt the resolution to approve the FY 2022 2nd Quarter Budget Amendments. On a voice vote – **MOTION CARRIED**.

CITY OF MARSHALL, MICHIGAN RESOLUTION #2022-08

THE CITY OF MARSHALL AMENDED GENERAL APPROPRIATION ACT RESOLUTION July 1, 2021 – June 30, 2022

THE CITY OF MARSHALL RESOLVES that the revenues and expenditures for the fiscal year, commencing July 1, 2021, and ending June 30, 2022, are hereby amended on a departmental and fund total basis as follows:

General Fund Revenues	Adopted	Amended Mid-Year	Change
Taxes	4,043,281	4,043,281	-
Licenses and Permits	147,000	147,000	-
Intergovernmental Revenues	878,285	878,285	-
Charges for Services	236,700	236,700	-
Fines and Forfeits	11,800	11,800	-
Rents	74,030	74,030	-
Interest	6,029	6,029	-
Miscellaneous	392,371	392,371	-
Other Financing Sources	1,556,551	1,556,551	-
Total Revenues	7,346,047	7,346,047	-
General Fund Expenditures			
City Council	3,017	3,017	-
City Manager	279,310	279,310	-
Assessor	70,098	70,098	-
Attorney	68,000	68,000	-
Human Resources	96,256	96,256	-
Clerk	61,621	61,621	_
Finance/Treasurer	532,016	532,016	-
City Hall	78,603	78,603	-
Chapel	1,835	1,835	_
Other City Property	56,000	59,000	(3,000)
Cemetery	171,612	171,612	_
Non-Departmental	897,529	897,529	-
Police	2,095,631	2,095,631	-
Crossing Guards	0	2,000	(2,000)
Dispatch	191,000	191,000	-
Fire	1,394,280	1,394,280	-
Inspection	139,488	139,488	-
Planning/Zoning	52,691	52,691	-
Streets	867,880	867,880	-
Compost	45,750	45,750	_
Engineering	26,582	26,582	-
Public Svcs. Build Operations	123,755	123,755	
Parks	82,118	82,118	-

Capital Improvements	198,500	198,500	-]
Total Expenditures	7,533,572	7,538,572	(5,000)
GF Net Surplus/(Deficit)	(187,525)	(192,525)	
Available Fund Balance		\$3,656,119	
Marshall Regional Law	Adopted	Amended Mid-Year	Change
Enforcement Center (Fund			
207) Fund-Establish Budget			
to Separate from General			
Fund			
Revenues	-	328,826	328,826
Expenditures	-	405,714	(405,714)
Net Surplus/(Deficit)	-	(76,888)	
Available Fund Balance		\$362,308	
Recreation Fund (Fund 208)-		55/8	
Establish refund budget to			
return \$ to General Fund			
Parks	450.454	450.454	
Revenues	452,154	452,154	(47.500)
Expenditures Not Surplus (/Deficit)	453,521	471,119	(17,598)
Net Surplus/(Deficit)	(1,367)	(18,965)	
Available Fund Balance		\$195,996	
Drug Forfoiture Fund /Fund			
<u>Drug Forfeiture Fund (Fund</u> 265)-establish budget			
Revenues		500	500
Expenditures		0	0
Net Surplus/(Deficit)	-	500	
Net Sulpius/(Delicit)	-	500	
Downtown Development			
Authority (Fund 298)-Green			
St Project budget			
Revenues	242,614	242,614	_
Expenditures	232,520	342,520	(110,000)
Net Surplus/(Deficit)	10,094	(99,906)	(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Available Fund Balance	10,004	\$204,384	
Available I uliu Dalalice		ΨΖυ4,304	

RESOLVED, the use of prior year's fund balance/net position reserves is not reflected in a Fund's revenue figure above, and that the source of funding for a Fund's Net Loss/(Deficit) shall be the use of prior year's fund balance/net position reserves as shown as Available Fund Balance.

This Resolution shall take effect upon adoption. Dated February 22, 2022

Marshall City Council, Regular Session Tuesday, February 22, 2022 Unofficial

Trisha Nelson, City Clerk
I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on February 22, 2022, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.
Trisha Nelson, City Clerk
APPOINTMENTS/ELECTIONS None.
PUBLIC COMMENT ON NON-AGENDA ITEMS None.
COUNCIL AND MANAGER COMMUNICATIONS
City Manager Tarkiewicz was wished well on his retirement and all future endeavors and presented with a proclamation from Mayor Caron.
ADJOURNMENT
The meeting was adjourned at 7:40 p.m.
Joe Caron, Mayor Trisha Nelson, City Clerk

03/02/2022 10:17 AM User: KWAGNER

DB: Marshall

APPROVAL LIST FOR CITY OF MARSHALL EXP CHECK RUN DATES 03/10/2022 - 03/10/2022

Page: 1/2

UNJOURNALIZED OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER		AMOUNT
14Y7-NL36-DCW6	AMAZON CAPITAL SERVICE	HACCT A1P4GM99HG1EO2 -	SUPPLIES FOR CITY		114.93
11YX-Q3R6-RXWQ		CACCT A1P4GM99HG1EO2 -			12.73
161R-VMJM-C6YR		EACCT A1P4GM99HG1E02 -			199.99
1LQV-YVMT-RXDF	AMAZON CAPITAL SERVICE AUTO VALUE MARSHALL	CARACE (STREETS DEPT	-		52.02 338.00
225-489073 225-489284	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT - GARAGE/STREETS DEPT -			15.66
225-489270	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -			532.00
225-489288	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	DIESEL ADD		62.91
225-489269	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	JUMPSTART & CHARGE		857.38
225-489271	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	OIL FILTER & MICRO	53	56.81
225-489366 225-489344	AUTO VALUE MARSHALL AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	16-14 GAUGE TERM		3.09
225-489348	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT - GARAGE/STREETS DEPT -	OTI. & FTI.TERS		14.76 120.03
225-489311	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	CREDIT MEMO		(27.00)
225-489414	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	36 LED GUIDE		230.78
225-489441	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	LED LAMP & TOUGH P		165.44
225-489567	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	CONNECTOR		11.89
225-489555 225-489556	AUTO VALUE MARSHALL AUTO VALUE MARSHALL	GARAGE/STREETS DEPT - GARAGE/STREETS DEPT -	DEXRON		107.88 161.82
225-489623	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	HD 4 BAND CLAMP		26.18
225-489670	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	DUSTER		9.69
225-489669	AUTO VALUE MARSHALL	GARAGE/STREETS DEPT -	CREDIT MEMO		(267.00)
2265338436	AUTO ZONE INC	CUSTOMER NO. 463568 AN	TIFREEZE COOLANT		17.99
P48866661 0339462-IN	BATTERIES PLUS BULBS BEAVER RESEARCH CO	CUSTOMER NO. 781 9813 CITY OF MARSHALL - HOT	ISOW BULBS		279.60 900.95
20216121629	BT PIPING SERVICES	CUSTOMER NO. 0002 MARS	HALL HOUSE SERVICE		2,043.43
104956	CRT, INC	CITY OF MARSHALL - BEL	KI CABLE 20FT	0.9	12.00
7105710	CRYSTAL FLASH MARSHALI	ACCT NO. 051300000 OFF	ROAD DIESEL 2022.2	09	3,063.27
595985		CUSTOMER NO: 1650 WATE			19.96
596199	DARLING ACE HARDWARE	CUSTOMER NO: 1650 POWE			1.10
596343 596398	DARLING ACE HARDWARE DARLING ACE HARDWARE	CUSTOMER NO: 1650 MARS CUSTOMER NO: 1650 ELEC			19.54 174.58
596363		CUSTOMER NO: 1650 ELEC			140.32
596377		CUSTOMER NO: 1650 ELEC			27.64
596435	DARLING ACE HARDWARE	CUSTOMER NO: 1650 WATE	R DEPT		9.99
596574		CUSTOMER NO: 1650 MARS			69.99
596608 596642		CUSTOMER NO: 1650 MARS			67.32 23.97
596682		CUSTOMER NO: 1650 MARS CUSTOMER NO: 1650 MARS	HALL HOUSE		44.99
SI22-13366	DETROIT SALT COMPANY	CUSTOMER NO.: MIMARO6	HALL HOUSE - ROAD SALT FOR 202022.2 MDOT SIGN REPLACE E ASSEMBLY & SEALA INGS E ASSEMBLY OR ROAD CONSTRUCTI 2022.0 F PROSPECT WATERM 2022.1 ETER GASKET	12	3,080.54
INV60865	DORNBOS SIGN INC	CITY OF MARSHALL DPW -	MDOT SIGN REPLACE		179.33
3344461		SICUSTOMER ID: 92775 HOS	E ASSEMBLY & SEALA		72.91
3345163 3345468		GICUSTOMER ID: 92775 O-R	INGS		5.45 33.37
0016093	ENG, INC	SICUSTOMER ID: 92775 HOS	E ASSEMBLI OR ROAD CONSTRUCTIONSO O	0.4	860.00
0016104	ENG, INC	ENGINEERING & DESIGN O	F PROSPECT WATERM 2022.1	28	26,243.75
S104427673.001	ETNA SUPPLY	ACCT NO. 5277 RUBBER M	ETER GASKET		115.00
IN102202100049	FS.COM INC	TRANSIEVERS- BROCADE	10KM 2022.1	50 99	1,372.00
IN102202230427	FS.COM INC				705.70 1,695.00
22-01140 21-05123	GARAGE DOORS UNLIMITED	CITY OF MARSHALL - DPW CITY OF MARSHALL - RE-	PROGRAMMED ALL REM		285.00
22-02231	GARAGE DOORS UNLIMITE	CITY OF MARSHALL - MUL	TICODE REMOTE		45.00
22-01139	GARAGE DOORS UNLIMITE	CITY OF MARSHALL - INS	TALLED MULTICODE R		392.00
118766703	GLOBAL INDUSTRIAL	CUSTOMER NO. 688867 SE	CUREFIT GLOVES		221.53
9202318227	GRAINGER	ACCT NO. 804945673 HAN	D SOAP		86.14 544.97
4402-758938 0065942-IN	HARMON AUTOGLASS	CUSTOMER NO MUNMARS I	TTY OF MARSHALL DP		909.00
C169191	IMPACT SOLUTIONS	CLIENT NO: MARSH - MAR	SHALL PD WALL SIGN		179.43
C169206	IMPACT SOLUTIONS	CLIENT NO: MARSH - BUS	INESS CARDS DEREK		164.46
629713	KENNEDY INDUSTRIES IN	COMMISSION NEW SCADA C	OMPUTER AT WTP 2022.2	10	1,470.00
INV027037	KNIGHT WATCH, INC	INVOICE #INV027037 MAR	SHALL HOUSE FIRE M		224.85
40073 40085	LAKELAND ASPHALT CORPO	DICITY OF MARSHALL - 3.1	2 TONS COLD PATCH		336.96 210.60
40103	TAKELAND ASPHALI CORP.	NOTTY OF MARSHALL - 1.9	TONS COLD PATCH		162.00
17812	LEGG LUMBER	CITY OF MARSHALL - FOA	M SEAL		48.36
17813	LEGG LUMBER	CITY OF MARSHALL - R13	40 SF		26.99
017258	LEWEY'S SHOE REPAIR	CITY OF MARSHALL - JAY	RIGGS BOOT ALLOWA		40.10
017265	LEWEY'S SHOE REPAIR	CITY OF MARSHALL - RON	NIE BEST BOOT ALLO		150.00
45609 2022-01	MARSHALL FEED & GRAIN	MADENALI BEC DARRY DAVI	K BOOTS FOR STRAND		115.00 427.50
\$4987715.001	MEDLER ELECTRIC COMPA	"CUSTOMER NO. 979 SERVI	CE WIRE		234.69
S4987715.002	MEDLER ELECTRIC COMPA	CUSTOMER NO. 979 SERVI	CE WIRE		117.34
S4988857.001	MEDLER ELECTRIC COMPA	CONDUIT AND SUPPLIES F	OR BROOKS SUBSTATI 2022.2	00	164.46
\$4988857.002	MEDLER ELECTRIC COMPA	N'CONDUIT AND SUPPLIES F	OR BROOKS SUBSTATI 2022.2	00	4,235.04
\$4988857.004	MEDIER ELECTRIC COMPA	CONDUIT AND SUPPLIES F	OR BROOKS SUBSTATI 2022.2	UU	11.89
\$4994619.001 \$4994619.002	MEDIER ELECTRIC COMPA	VCITY OF MARSHALL - COD	E IAPB/BUG SPKAI		1,134.20 353.21
S4988857.003	MEDLER ELECTRIC COMPA	CONDUIT AND SUPPLIES F	SERVICE CALL 2/8/ PROGRAMMED ALL REM TICODE REMOTE TALLED MULTICODE R CUREFIT GLOVES D SOAP ITY OF MARSHALL DP NSPECTION & REPORT SHALL PD WALL SIGN INESS CARDS DEREK OMPUTER AT WTP 2022.2 SHALL HOUSE FIRE M 2 TONS COLD PATCH 5 TONS COLD PATCH TONS COLD PATCH M SEAL 40 SF RIGGS BOOT ALLOWA NIE BEST BOOT ALLO K BOOTS FOR STRAND GHTER DATE RENTAL CE WIRE CE WIRE OR BROOKS SUBSTATI 2022.2 OR BROOKS SUBSTATI 2022.2 ING TAPE/BUG SPRAY E OR BROOKS SUBSTATI 2022.2	00	6,854.25
		CITY OF MARSHALL - COS			28 5,500.00

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INVOICE VENDOR NUMBER NAME NUMBER DESCRIPTION AMOUNT J030354 MICHIGAN PIPE & VALVE CUSTOMER NO. 0001906 DIAMOND SAW BLADE 328.18 22-61984-1 MILLENNIUM CITY OF MARSHALL - PULL TAPE 576.23 35529924 MSC INDUSTRIAL SUPPLY (CUSTOMER NO. 02356117 MARKING PAINT 389.16 OAKLAWN HOSPITAL CITY OF MARSHALL - DOT PHYSICALS WISE & 02162022 170.00 ACCT NO. 26140 BINDER CLIPS OFFICE 360 0.69 2196592B1 ACCT NO. 26140 BINDER CLIPS OFFICE 360 2196592B2 1.99 OFFICE 360 ACCT NO. 26140 PENCILS 2196592B3 3.99 OFFICE 360 ACCT NO. 26140 COPY PAPER 2196592 154.07 2199615 OFFICE 360 ACCT NO. 26140 STAMP & POST IT FLAG 14.79 OFFICE 360 ACCT NO. 26140 COLORED PAPER 2199615B1 7.49 POLLARDWATER CUSTOMER NO. 2197 OUT OF SERVICE HYD DIS 0208446 61.04 56633324 POWER LINE SUPPLY CUSTOMER ID: 100402 LED FLOOD LIGHT 2022.174 4,793,16 POWER LINE SUPPLY CUSTOMER ID: 100402 BYPASS SWITCH 56635209 1,724.85 POWER LINE SUPPLY CUSTOMER ID: 100402 AERIAL SPACERS STOCK 2022.172 56636889 3.325.84 56636888 POWER LINE SUPPLY CUSTOMER ID: 100402 LED ROADWAY FIXTURES 2,042.32 22,866.00 56637008 POWER LINE SUPPLY CUSTOMER ID: 100402 COPPER WIRE FOR PEAR 2022.141 56637126 POWER LINE SUPPLY CUSTOMER ID: 100402 2 HOLE LUG 17.47 56637137 POWER LINE SUPPLY CUSTOMER ID: 100402 GLOVES 355.68 POWER LINE SUPPLY CUSTOMER ID: 100402 SHORT STRAIN 56638335 340.85 2,459.92 56638229 POWER LINE SUPPLY CUSTOMER ID: 100402 MATERIAL FOR BROOKS 2022.207 56639622 POWER LINE SUPPLY CUSTOMER ID: 100402 10' CROSSARMS 2,183.88 INV42 PRO-TECH SECURITY SALE:RIOT GEAR FOR CITY OF MARSHALL POLICE DE 2022.153 25,255.00 1242786 PROFORMANCE DJ'S LLC MARSHALL REC DADDY DAUGHTER DATE 300.00 RC SYSTEMS INC. 19137 CITY OF MARSHALL - RECPRO DOMAIN & SECUR 270.00 SERVICE ACCT NO. MA41211 OIL FILTERS & S 88148736 SAFETY-KLEEN 280.46 8105880765 SCHINDLER ELEVATOR COR ELEVATOR PREVENTIVE MAINTENANCE FROM 3/2022.211 6.086.32 SHERWIN-WILLIAMS ACCT NO. 6731-5519-8 SANITIZER SPRAYER P 7976-6 92 80 22030 SONAR ACCT NO. 732 SERVICE 3/1/2022 - 3/31/202 257.50 5739717-00 SUNSOURCE CITY OF MARSHALL - RDT FEED PUMP PARTS 229.76 02132022#1 THE TOWER CLOCK COMPAN'REPAIR, RESTORATION AND RELOCATION OF BE 2022.045 5,000.00 TOSHIBA AMERICA BUSINE:CUSTOMER NO. TOBRBDC MRLEC COPIER TRI-COUNTY INTERNATION.CUSTOMER NO. 100717 5618867 47.76 R106001001:01 286.00 UNIFIRST CORPORATION UNIFORM SERVICES - MARSHALL HOUSE 1620023627 42.50 UNIFORM SERVICES - ELECTRIC UNIFIEST CORPORATION 170 38 1620023626 UNIFORM SERVICES - WATER 1620023628 UNIFIEST CORPORATION 36.92 UNIFIRST CORPORATION UNIFORM SERVICES - DPW GARAGE 63.04 1620023624 UNIFORM SERVICES - POWER HOUSE 42.91 1620023625 UNIFIRST CORPORATION UNIFORM SERVICES - WASTE WATER 1620023622 UNIFIRST CORPORATION 33.28 UNIFORM SERVICES - MARSHALL HOUSE UNIFIRST CORPORATION 42.50 1620024189 1620024187 UNIFIRST CORPORATION UNIFORM SERVICES - POWER HOUSE 42.91 UNIFORM SERVICES - WASTE WATER 1620024184 UNIFIRST CORPORATION 35.78 UNIFORM SERVICES - DPW GARAGE 1620024186 UNIFIRST CORPORATION 63.04 UNIFIRST CORPORATION UNIFORM SERVICES - ELECTRIC 173.58 1620024188 UNIFIRST CORPORATION UNIFORM SERVICES - WATER 1620024190 36.92 867692 CUSTOMER NO. 859103 PONY PUMP REPAIR KIT 86.28 USA BLUEBOOK 530366179 UTILITIES INSTRUMENTATICITY OF MARSHALL - TROUBLESHOOT PUMP 1/2 700.00 UTILITIES INSTRUMENTAT CITY OF MARSHALL - VOLTAGE BREAKER REPAI 530366185 1,148,25 0505769 WJE WISS, JANNEY, ELS'BROOKS FOUNTAIN CONDITION ASSESSMENT & C 2022.116 3,262.50 GRAND TOTAL: 154,628.64

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	ENDOR		PO	
NUMBER NA	AME	DESCRIPTION	NUMBER	AMOUNT
		AD NO. 8102266 ABANDONED VEHICHLE AUCT		19.60
		AD NO. 6100458 REQUEST FOR BIDS/PUBLIC INVOICE #456049 DOT PHYSICAL EXAM - ARM		605.22 70.00
457319 As	SCENSION MICHIGAN	INVOICE #457319 DOT PHYSICAL EXAM - DEG		70.00
278290494544X02142(A		ACCT NO. 287290494544 FEB 2022		42.46
269781843102-2022 At 269781907002-2022 At		ACCT NO. 269781-84317469 ACCT NO. 269781-90705731		111.76 79.10
269781949202-2022 A		ACCT NO. 269781-94925947		108.25
269789901102-2022 A:		ACCT NO. 269789-90115991	_	74.80
		CITY OF MARSHALL FORD E450 OIL CHANGE (ACCT NO. 700003456 DRUG SCREENING & PH		46.79 360.00
		CITY OF MARSHALL DART BUS OIL CHANGE &		103.53
		2021 WINTER AD VALOREM DIST #4		5,793.16
		2021 WINTER AD VALOREM DIST #4 CITY OF MARSHALL - 12 YDS SAND	85	5,124.83 221.16
		CITY OF MARSHALL - 24 YDS SAND & 24 YDS	8	888.00
	ITY OF COLDWATER	HAROLD JENKINS WAGES/BENEFITS JAN 2022		153.00
		ACCT NO. 103015800248 FEB 2022		385.48
		ACCT NO. 103018520884 FEB 2022 ACCT NO. 103013521119 FEB 2022		21.96
		ACCT NO. 100009163203 FEB 2022		718.27
		ACCT NO. 100089211096 FEB 2022		173.36
		ACCT NO. 100007594680 FEB 2022 ACCT NO. 100000335602 FEB 2022		799.49 7,198.74
		ACCT NO. 100072243312 FEB 2022		848.23
		ACCT NO. 100009163435 FEB 2022	:	1,445.48
		ACCT NO. 100009163708 FEB 2022		684.61 2,488.40
		ACCT NO. 100009163971 FEB 2022 ACCT NO. 100090336411 FEB 2022	•	297.60
		ACCT NO. 103018521130 FEB 2022		4,595.49
		BOOT ALLOWANCE - CROW, CURT		371.58
		CITY OF MARSHALL - CLOUD STORAGE FEB 20 220112 COM-FOUR NEW COMPUTERS		1,401.89 4,764.00
		ACCT NO. CIMAL LATEX GLOVES	2022.177	40.20
		MARSHALL PD FTO BASIC - KELLER & HYDE	:	1,590.00
		CITY OF MARSHALL DPW SIGNS & STANDS	;	1,185.00 311.85
		CITY OF MARSHALL DPW SIGNS CITY OF MARSHALL DPW FLAG HOLDER	2022.177 LO 2022.202 EH 2022.015	34.00
		CITY OF MARSHALL DPW FLARED BRACKET & 1	LO	151.20
		CITY OF MARSHALL DPW SIGN POSTS	2022.202	3,232.50
		BLANKET PURCHASE ORDER FOR FIRE DEPT VI REIMBURSEMENT FOR CDL TESTING	SH 2022.015	843.92 175.00
	-	CITY OF MARSHALL SERVICE CALL 614 HOME		257.18
		CUSTOMER NO. 2868 REP CLAMPS		233.00
		ACCT NO. 138549 RESIDENTIAL SCREENING : CITY OF MARSHALL SERVICE CALL DPW	SE .	38.50 238.20
		CITY OF MARSHALL SERVICE CALL PSB		150.00
		CITY OF MARSHALL SERVICE CALL PSB 2/1/2		441.55
		CITY OF MARSHALL SERVICE CALL PD 2/1/2: ACCT NO. 18422860 CITY OF MARSHALL BUI:		838.11 107.00
		INVOICE NO. 2157395 & 2169042 / ACCT NO		102.00
17222891 HI		ACCT NO. 350790 HD NAPS FREE ELC 50/50	P	225.09
		CLIENT NO. MARSH POLICE WALL SIGN		35.17 15.61
		REIMBURSEMENT FOR UPS SHIPPING CITY OF MARSHALL SERVICE CALL MRLEC 1/:	2.4	520.00
		CITY OF MARSHALL SERVICE CALL MRLEC 1/	24	350.00
		CITY OF MARSHALL SERVICE CALL MRLEC 2/		350.00
		2021 WINTER AD VALOREM DIST #4 REC DEPT - CANDLE MAKING CLASS INSTRUC'	5) TO	0,005.65 380.00
		CUSTOMER NO. L12818 MARSHALL PD AMMO	• •	574.00
		ACCT NO. 181800 DPW PAINT & CLEANER		170.60
		INVOICE #196613 SERVICES THROUGH 12/31 INVOICE #196614 SERVICES THROUGH 12/31	/2 /2	1,377.50 1,067.50
		S.O. NO. 1903 INK FOR POSTAGE	. 2	556.89
		JOB NO. B30888 SORTMAX PROCESSING		115.71
		JOB NO. 831178		71.84 27.12
		UB refund for account: 502670026 2021 WINTER AD VALOREM DIST #4	100 00 6	9,245.33
02112022 M	ARSHALL COMMUNITY CU	PROPERTY TAX REFUND - OVERPAYMENT/DUPL	ıc	1,769.51
		CITY CREDIT CARD - CHRISTY A RAMEY 486	0	218.75
		CITY CREDIT CARD - ERIC ZUZGA 2217 CITY CREDIT CARD - JUSTIN R MILLER 915	5	719.64 737.31
		CITY CREDIT CARD - WARGUERITE DAVENPOR	r	108.09
02072022TT M	ARSHALL COMMUNITY CU	CITY CREDIT CARD - TOM TARKIEWICZ		443.88
		CITY OF MARSHALL - STREETS DEPT CITY OF MARSHALL - STREETS DEPT		28.90 40.97
		CITY OF MARSHALL - STREETS DEFT		83.25
001401 M				
001412 Ma	ARSHALL HARDWARE	CITY OF MARSHALL - WATER DEPT 2021 WINTER AD VALOREM DIST #4		3.60 3,566.82

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INVOICE VENDOR NUMBER NAME DESCRIPTION NUMBER AMOUNT 59769 MCNALLY ELEVATOR COMPAIACCT NO. MA2391 MARSHALL HOUSE MAINTENAN 702.68 02072022 MICHIGAN ASSOC OF MUNICIPAL CLERKS 60.00 110570 O'LEARY WATER CONDITIONCITY OF MARSHALL METERING OFFICE - JAN & 35.00 01282022 O'REILLY FIRST CALL CUSTOMER NO. 1741510 STREETS DEPT 22.99 2180027 OFFICE 360 ACCT NO. 26140 CHAIRMAT 34.99 PEOPLEFACTS LLC 2022010089 CITY OF MARSHALL PD PACKAGE BILLING 9.56 02032022 QUADIENT FINANCE USA, ACCT NO. 7900044055829307 POSTAGE 3,000.00 ROSE PEST SOLUTIONS 70826023 CLIENT NO. 70019775 MARSHALL HOUSE SERVI 1,250.00 STAPLES BUSINESS CREDI'ACCT NO. 302063 CITY OF MARSHALL 01252022 465.53 141005403 SUMMIT FIRE PROTECTION CUSTOMER ID: MARSHAL71 INSTALLED NEW EXT 313.20 240715 TELNET WORLDWIDE ACCT NO. 8948 CITY OF MARSHALL 1,303.80 02142022 TENNECO AUTOMOTIVE ENERGY OPTIMIZATION - LED LIGHTING AT 82 10,311.00 02/18/2022 THAKUR, SUBHASH UB refund for account: 2705680015 59.13 1676 THE WOODHILL GROUP, LL FINANCE & ACCTG SERVICES FY2022 2022.011 12,693.75 102 TOP TO BOTTOM TREE SER'ELECTRIC LINE CLEARANCE (3-PERSON \$106/2022.017 3,286.00 TRUGREEN 02042022 CUSTOMER NO. 2790083525 ICE MELT 626.71 0004380608 USA TODAY NETWORK ACCT NO. 584585 CITY OF MARSHALL 68.00 9898620529 VERIZON WIRELESS ACCT NO. 987146080-00001 1,551.73 VIRGINIA TRANSFORMER CITRANSFORMERS FOR BROOKS SUBSTATION 20/22022.164 66010 627,065.40 204761 VISION METERING CUSTOMER ID: 8382 16S METER 190.00 9919 VRIESMAN & KORHORN ENGINEERING SERVICES FOR INDUSTRIAL ROAD 2022.010 7,540.00 10702 VRIESMAN & KORHORN ENGINEERING SERVICES FOR INDUSTRIAL ROAD 2022.010 4,750.00 78322287 WEX BANK ACCT NO. 0470-00-462076-1 CITY OF MARSHA 11,062.91 01292022 WOW! BUSINESS ACCT NO. 014226414 CITY OF MARSHALL FIRE 126.29 02022022 WOW! INTERNET-CABLE-PHOACCT NO. 010040764 MARSHALL HOUSE 1,502.19 GRAND TOTAL: 1,192,787.46

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INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
48142	ALEXANDER CHEMICAL (OR BLANKET PO FOR CL2, SO2, BLEACH	2022.030	1,095.00
49537		OR BLANKET PO FOR CL2, SO2, BLEACH	2022.030	1,700.00
1361		RE STUMP GRINDING CONTRACT FOR 2022		6,300.00
02/25/2022	ANAS MISANE	UB refund for account: 1703	2022.137	50.00
02/25/2022		S'UB refund for account: 2802101002		5,623.98
02262022	CROW, CURT	ARTICLE 32 SECTION 9: MEALS 02/18/20	22	20.00
21-12346	•	ED CITY OF MARSHALL FIRE DEPT SERVICE C		125.00
21037	GUTTERS R US LLC			3,653.60
21037	GUTTERS R US LLC		FOR 2022.079	•
02/25/2022	JONES, MALLORI	UB refund for account: 1401460009	FOR 2022.080	1,958.60
02/25/2022	JOSEPH DAVID	UB refund for account: 1401460009		111.84
000013277				59.43
02/25/2022	KELLOGGS REPAIR			25.50
	LEAL, ELIZABETH	UB refund for account: 1301160004		382.28
467157	MARANA GROUP	CITY OF MARSHALL SORTMAX JOB NO. 831		63.02
02072022JL		U CITY CREDIT CARD - JOSHUA LANKERD 32		845.00
02072022ME		U CITY CREDIT CARD - MARTIN ERSKINE 95	19	507.02
IN3001668		TIACCT NO. MC26-S COPY OVERAGE		1,019.58
126433	SME	PAVEMENT CORE SAMPLES FOR 2022 ROAD	REHA 2022.135	5,008.40
02/25/2022	SMITH, DAVID	UB refund for account: 214500		17.77
02202022	STRAND, MARK	ARTICLE 32 SECTION 9: MEALS 02/18/20	22	20.00
02262022	TAYLOR, JEFF	ARTICLE 32 SECTION 9: MEALS 02/18/20	22	20.00
103	TOP TO BOTTOM TREE S	ER'ELECTRIC LINE CLEARANCE (3-PERSON \$	106/2022.017	3,286.00
GRAND TOTAL:				31,892.02

EVENT REPORT

EVENT: United STEPS Luminary

EVENT LOCATION: City Park: The Fountain Circle

SPONSOR: United Steps

EVENT DATE: Saturday, September 10, 2021

EVENT TIME FRAME: 3:00pm – 8:30pm

MDOT PERMIT REQUIRED: No

MDOT PERMIT GRANTED: N/A

ROAD CLOSURE DETAIL: N/A

ROAD CLOSURE TIMEFRAME: N/A

EVENT CLOSURE DETAIL: N/A

DETOUR DETAIL: N/A

EVENT DETAIL: The non-profit organization, United STEPS, is requesting to hold a luminary on September 10, 2022 for Suicide Awareness Day. The goal of the event is to raise awareness for those suffering with mental health and for those who are suicide survivors. The luminary will start at sunset, 8:05pm, and the gathering will be cleared by 8:30pm.

The request letter and organization information are attached to this report.

COUNCIL NOTIFICATION DATE: March 7, 2022



Hello, my name is Breck Searle and I'm writting to ask permission for a special events permit.

Our non-profit organization United STEPS, (standing together educating & preventing suicide), would like to have use of the park at the Fountain as a peaceful gathering point and host a luminary on Saturday September 10th which is Suicide Awareness Day. We would like use of the park from 3pm just to set up a 10x10 awning with flyeres and information about us and suicide prevention and have our luminary at 8:05 pm. (after sunset) I'm also asking if there's any possibility of the fountain being turned off at 7:30pm until 8:30pm in remembrance of those lost to suicide. We will probably have hand held signs with suicide and mental health "slogans" on them. Nothing derogatory, absolutly nothing racist of of foul nature. Our only mission is to raise awarness for those suffering with their mental health and those who are suicide survivors in letting our community know that we are available for helping with their personal needs. We will start the luninary at 8:05pm and conclude by 8:15, having cleared our gathering by 8:30. I thank you for your time in reading this and sincerely hope you will grant this request!

Thank you again for your time, Breck Searle, President, United STEPS

You can reach me by phone: (269) 967-7447 or email to:

bslapsinger@gmail.com

Our website is www.united-steps.org

email: info @united-steps.org

Like us on Facebook

Breck Searle

National Outreach Specialist

Tel. (269) 967-7447

National Suicide Hotline: (800) 273-8255 or call 988

Crisis Text Line: HELP to 741741

www.united-steps.org email us. info@untled-steps.org Check us out on Facebook



Form **1023-EZ**

(Rev. April 2021)

Department of the Treasury Internal Revenue Service

Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code

Do not enter Social Security numbers on this form as it will be made public.

Information about Form 1023-EZ and its separate instructions is at www.irs.gov/form1023ez

OMB No. 1545-0047

Note: If exempt status is approved, this application will be open for public inspection.

 Check this box to attest that you have complete using Form 1023-EZ, and have read and unders 	ed the Form 10 tand the requi	23-EZ Eligib irements to b	llity We	orksheet in the o mpt under section	current on 501 (instruction c)(3).	ns, are elig	ible to ap	ply for ex	empl	tion
Have your annual gross receipts exceeded \$50,000 in any \$50,000 in any of the next 3 years? If yes, stop. Do not file	of the past 3 ye Form 1023-EZ.	ars and/or do See Instruction	you pr	oject that your an	nual gr	oss receipts	will exceed	ì	Yes	0	No
Do you have total assets the fair market value of which is	in excess of \$25	50,000? If yes,	stop. E	Oo not file Form 10	023-EZ.	See Instruc	tions.		Yes	0	No
Part I Identification of Applicant	<u></u>										
1a Full Name of Organization					b Car	of Name (if applicable	e)			
UNITED STEPS					L		T	I a '			
c Mailing Address (number, street, and room/suit				d City BELLEVUE			e State MI	# Zip ci 4902	ode + 4 1		
87-2948178 12	th Tax Year Enc	ds (MM)		rson to Contact if RECK SEARLE		nformation i	is Needed				
5 Contact Telephone Number 269-967-7447			6 Fa	x Number (option	al)			Fee Subm 5.00	itted		
8 List the names, titles, and mailing addresses of	4		or truste	ees. (If you have n			instructions	.)			
First Name: BRECK	Last Name;	SEARLE				tle: PRE	SIDENT				
Street Address: 7035 W 5 POINT HWY		City: BEL	.LEVU	Ε	State:	MI	Zipo	ode + 4:	49021		
First Name: BARBARA	Last Name:	SEARLE			Ti	^{tle:} VICI	E PRESID	ENT			
Street Address: 7035 W 5 POINT HWY		City: BEL	LEVU	E	State	MI	Zip d	ode + 4:	49021		
First Name: CHAD	Last Name:	EHRESI	MAN		T	tle: TRE	ASURER				
Street Address: 7035 W 5 POINT HWY		City: BEL	LEVU	E	State	MI	Zipo	:ode + 4:	49021		
First Name: JULIE	Last Name:	CORTRI	GHT	. '	T	tle: SEC	RETARY				
Street Address: 7035 W 5 POINT HWY		City: BEL	LEVU	Ε	State	MI	Zip	ode + 4:	49021		
First Name: MELANIE	Last Name:	JOHNSO	N		T	tle: DIRI	ECTOR				
Street Address: 7035 W 5 POINT HWY		City: BEL	LEVU	E	State	МІ	Zip	ode + 4:	49021		
9a Organization's Website (if available):											
	IGER@GMAIL	COM									
Part II Organizational Structure 1 To file this form, you must be a corporation, an	unincorporated	association.	or a trus	st. Select the bo	x for th	e type of or	ganization				
Corporation Unincorporated a		Trus				- 1,,, 1 1	J				
Check this box to attest that you have the (See the instructions for an explanation of			-	-	nal stru	cture indica	ted above.				
3 Date incorporated if a corporation, or formed if	other than a co	rporation (Mi	MDDYY	YY):	10052	021					
4 State of Incorporation or other formation:	MI			2 7.							
S Section 501(c)(3) requires that your organizing	document must	t limit your pu	rposes	to one or more ex	kempt (ourposes wi	ithin section	501(c){3).			
Check this box to attest that your organic	zing document	contains this	limitatio	on.							
6 Section S01(c)(3) requires that your organizing in activities that in themselves are not in further					e, othe	rwise than a	as an insubs	tantial par	t of your a	ctivit	ies,
Check this box to attest that your organia activities, in activities that in themselves a						otherwise t	han as an in	substantia	I part of ye	our	
7 Section 501(c)(3) requires that your organizing- exempt purposes. Depending on your entity ty										(c)(3))
Check this box to attest that your organi express dissolution provision in your organ dissolution provision.											ı



ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Trisha Nelson, Planning & Zoning Administrator

Derek Perry, City Manager

SUBJECT: Public Hearing to consider Zoning Amendment

Application #RZ22.01 for 108 N. Park Avenue and 302

W. Michigan Avenue to rezone from POSD - Professional Office Service to B-3 Neighborhood

Commercial District

BACKGROUND: Janet Ostrum, owner of 108 N. Park Avenue is seeking to rezone the parcel from the current zoning of POSD-Professional Office Service District to B-3 Traditional Residential. Upon looking at the request, staff is also requesting to have 302 W. Michigan Avenue rezoned as well. Bud's Auto Shop is located at 302 W. Michigan Avenue and that location has been an auto repair shop for many years. The sites are surrounded by POSD to the north on Grand Street and south across Michigan Avenue and to the west along Michigan Avenue it is predominately B-3. The properties are also located in the DDA District.

The Future Land Use Map contained in the Master Plan has the properties characterized as Downtown Mixed Use, which is defined as retail, office, service, entertainment and dining, and upper floor residential and aligns with the B-3 zoning district.

Robert Crisp, owner of 302 W. Michigan Avenue, is in support of the rezoning request and understands that auto repair is not a legal use in the POSD or the B-3 zoning districts. In fact, auto repair is only allowed in the B-4 or FS zoning districts. Ms. Ostrum is asking that a zoning amendment for her site to become B-3, which would be the best zoning designation for her service establishment. The B-3 zoning designation seems to be the best fit for Ms. Ostrums property. By adding in Mr. Crisps property, the corner would be zoned the same and we would not face a spot zoning issue.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

The Planning Commission held a public hearing on Wednesday, March 2, 2022 regarding the rezoning request and worked through the Rezoning Criteria worksheet and found the facts to be favorable. The Planning Commission formulated the following recommendation for City Council.

Moved Commissioner Burke-Smith, supported Commission Fitzgerald, to recommend approval of Rezoning Request #RZ22.01 for 108 N. Park Avenue and 302 W. Michigan Avenue from POSD - Professional Office Service to B-3 Neighborhood Commercial District. On a roll call vote; ayes- Burke-Smith, Fitzgerald, Hall, Longyear, McNiff, Reed, Zuck, and Zuzga; nays- none; **MOTION CARRIED**.

RECOMMENDATION: After hearing public comment, City Council will consider the recommendation from the Planning Commission to approve Rezoning Request #RZ22.01 to rezone 108 N. Park Avenue and 302 W. Michigan Avenue from POSD (Professional Office Service) to B-3 (Neighborhood Commercial District).

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson

Planning & Zoning Administrator

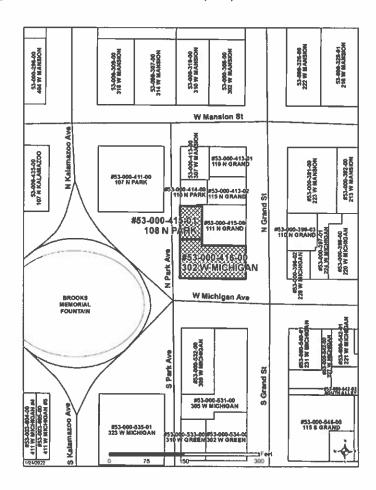
Derek Perry City Manager

CITY OF MARSHALL ORDINANCE #2022-

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF PARCELS OF REAL PROPERTY AT 108 N PARK AVENUE, PARCEL #53-000-415-01, AND 302 W MICHIGAN AVENUE, PARCEL #53-000-416-00, FROM THE ZONING DISTRICT OF PROFESSIONAL OFFICE SERVICE DISTRICT (POSD) TO NEIGHBORHOOD COMMERCIAL DISTRICT (B-3).

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to change the zoning district for the below described properties from Professional Office Service District (POSD) to Neighborhood Commercial District (B-3).



TAX PARCEL #53-000-415-01 (108 N. PARK AVENUE) LEGAL DESCRIPTION

MARSHALL CITY, LOWER VILLAGE W 44 FT OF S 13 FT OF LOT 4 & N 54 FT OF W 44 FT OF LOT 5 BLK 15.

TAX PARCEL #53-000-416-00 (302 W. MICHIGAN AVENUE) LEGAL DESCRIPTION

MARSHALL CITY, LOWER VILLAGE BLK 15 LOT 6 & S 12 FT OF W 44 FT OF LOT 5.

Section 2. This Ordinance or a summary thereof shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices, within ten (10) days after its adoption. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signature of the Mayor and the City Clerk.

Section 3. This Ordinance is declared to b	e effective immediately upon publication.
Adopted and signed thisday of	, 2022.
Joe Caron, MAYOR	Trisha Nelson, CITY CLERK
hereby certify that the foregoing is a true by the City Council, City of Marshall, Cour meeting held on, and notice of said meeting was given pursua	rn as the City Clerk for the City of Marshall and complete copy of an ordinance approved the Calhoun, State of Michigan, at a regular that said meeting was conducted and public ant to and in full compliance with the Oper of Michigan, 1976, and that the minutes of said and available by said Act.
Trisha Nelson, CITY CLERK	



ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

REPORT TO:

Honorable Mayor and City Council Members

FROM:

Trisha Nelson, Planning & Zoning Administrator

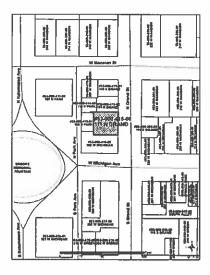
Derek Perry, City Manager

SUBJECT:

Public Hearing to consider Zoning Amendment Application #RZ22.02 for 111 N Grand to rezone Parcel #53-000-415-00 from POSD (Professional Office Service) to R-3 (Traditional Residential)

BACKGROUND: Owner of 111 N. Grand, is seeking to rezone the parcel from the current zoning of POSD-Professional Office Service District to R-3-Traditional Residential. A rezoning of the property will allow the owner to sell the property as a residential home.

In 2020, Planning Commission and City Council approved the rezoning of the neighboring properties at 119 N. Grand and 115 N. Grand.



The Planning Commission held a public hearing regarding the rezoning request on Wednesday, March 2, 2022 where they worked through the Rezoning Criteria and found the facts to be favorable. Commissioners agree that this property is following the trends in the area and with the need for residential housing this property fits the criteria.

The Planning Commission formulated the following recommendation unanimously for City Council consideration.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Moved Commissioner Burke-Smith, supported Commissioner Reed, to recommend approval of Rezoning Request #RZ22.02 for 111 N. Grand to rezone Parcel #53-000-415-00 from POSD (Professional Office Service) to R-3 (Traditional Residential). On a roll call vote; ayes- Burke-Smith, Fitzgerald, Hall, Longyear, McNiff, Reed, Zuck, and Zuzga; nays- none; **MOTION CARRIED**.

RECOMMENDATION: After hearing public comment, City Council will consider the recommendation from the Planning Commission to approve Rezoning Request #RZ22.02 to rezone 111 N. Grand, parcel #53-000-415-00, from POSD (Professional Office Service) to R-3 (Traditional Residential).

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson

Planning & Zoning Administrator

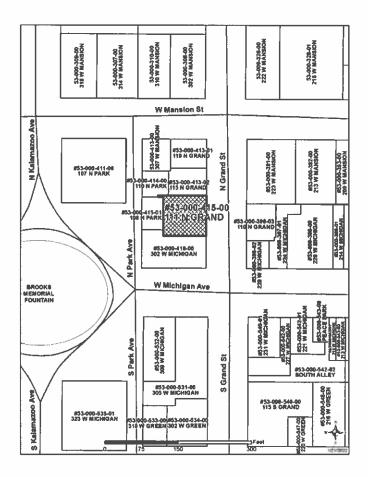
Derek Perry City Manager

CITY OF MARSHALL ORDINANCE #2022-

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF A PARCEL OF REAL PROPERTY AT 111 N GRAND STREET, PARCEL #53-000-415-00, FROM THE ZONING DISTRICT OF PROFESSIONAL OFFICE SERVICE DISTRICT (POSD) TO TRADITIONAL RESIDENTIAL (R-3).

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to change the zoning district for the below described properties from Professional Office Service District (POSD) to Traditional Residential (R-3).



TAX PARCEL #53-000-415-00 (111 N. GRAND ST.) LEGAL DESCRIPTION

MARSHALL CITY, LOWER VILLAGE PART LOT 5 BLK 15 BEG SE COR LOT 5, W ALG S LOT LINE 88. 38 FT, N PARL W LINE GRAND ST 66 FT, W ON STRAIT EXT OF N LOT LINE 11 FT, N PARL W LINE SD ST 16 FT, E PAR N LOT LINE 99.38 FT TO W LINE GRAND ST, S TO BEG.; EXCEPT:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 4, BLOCK 15, TH E ALNG S LINE OF LOT 4, 33 FT TO THE POB OF THIS EXCEPTION; N 13 FT, E 11 FT, S 13 FT TO THE S LINE LOT 4, TH W ALNG S LINE 11 FT TO THE BEG.

Section 2. This Ordinance or a summary thereof shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices, within ten (10) days after its adoption. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signature of the Mayor and the City Clerk.

Section 3. This Ordinance is declared to be e	effective immediately upon publication.
Adopted and signed thisday of	, 2022.
Joe Caron, MAYOR	Trisha Nelson, CITY CLERK
I, Trisha Nelson, being duly sworn a hereby certify that the foregoing is a true and by the City Council, City of Marshall, County meeting held on, and that notice of said meeting was given pursuant Meetings Act, being Act 267, Public Acts of Meeting were kept and will be or have been in	of Calhoun, State of Michigan, at a regular at said meeting was conducted and public to and in full compliance with the Oper Michigan, 1976, and that the minutes of said
Trisha Nelson, CITY CLERK	





TO:

Honorable Mayor and City Council

FROM:

Marguerite Davenport, Director of Public Services

Phil Smith, DPW Superintendent Kevin Maynard, Director of Electric

Derek Perry, City Manager

SUBJECT:

Powerhouse Replacement Mower

BACKGROUND: Unit 712, a Grasshopper Mower for Powerhouse, is scheduled for replacement in the 2023 fiscal year. The 2009 model year unit is used for mowing and snow removal at PSB. The unit's useful life expires in 2023.

The Department of Public Works was contacted by Kellogg's Repair and Motorsports, a Marshall business, with a Grasshopper unit for sale on consignment. The unit is used with 100 hours. Both the Motorpool and power staff have looked at the unit and approve its purchase. The listed price is \$19,000 and the DPW superintendent negotiated a price of \$18,000. The mower will require a different set of tires for the use at Powerhouse.

This purchase is not budgeted due to the planned purchase after July 1, 2022. However, the latest pricing received for the necessary unit is \$24,000. This pricing is from the spring of 2021 and it can be expected to increase by the time the fiscal new year arrives. The Motorpool fund has budgeted \$17,850 next year for this purchase.

RECOMMENDATION: Approve the purchase of (1) Grasshopper model 725D for \$18,000 from Kellogg's Repair and Motorsports.

FISCAL EFFECTS: A total of \$18,000 will be expensed from the Motorpool Capital Line Item 661-525-970.00. Upon approval of this expense a budget amendment will be completed to move \$18,000 from Motorpool fund reserves.

CITY GOAL CLASSIFICATION: GOAL AREA 3. INFRASTRUCTURE AND CITY SERVICES

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES:

As suggested by Council.

Respectfully submitted,

23 W. Michigan Ave. Dire

Marguerite Davenport
Director of Public Services

Phil Smith

DPW Superintendent

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Kevin Maynard
Director of Electric

Derek Perry City Manager



<u>ADMINISTRATIVE REPORT</u> March 7, 2022 - CITY COUNCIL MEETING

REPORT TO:

Honorable Mayor and City Council Members

FROM:

Josh Lankerd, Chief of Police

Marguerite Davenport, Director of Public Services

Derek Perry, City Manager

SUBJECT:

Special Events Application Process

BACKGROUND: On February 7th 2022 staff presented to City Council regarding special events. Council provided some feedback regarding costs and asked staff to bring the application, procedures, and fees back for review.

SUMMARY: Staff has continued to work on the Special Event application process. An application form has been drafted and prepared along with a special event application procedure for staff. We are working with our insurance carrier to help finalize the language for the insurance requirements and the liability waiver.

SPECIAL EVENT APPLICATION AND PROCEDURE: A draft Special Event Application and City Procedure have been attached for review. We are continuing to work with staff and our insurance carrier to update the application.

At the February 7th meeting council asked for all fees to be waived for our annual National Holiday parades – Christmas and Memorial Day. Council also directed that the first \$1000 to be waived for non-profit organizations. This has been incorporated into the application.

RECOMMENDATIONS: We ask Council to review the application and the procedure and approve the documents with recommendations which will allow staff to finalize the process.

Respectfully Submitted,

Josh Lankerd

Police Chief

Marguerite Davenport Public Works Director Derek Perry City Manager

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3/7/22 CC Packet

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City of Marshall

Special Event Application Request Procedure

Purpose:

The purpose of this document is to outline the special event application process for the City of Marshall. This document will help to centralize and organize the review process while outlining the roles and responsibilities of staff. This document will be used as a guide for staff when receiving special event applications.

Process/Procedure:

- 1. Event Applications will be submitted to City Hall at least 90 days prior to an event.
- 2. City Hall staff will ensure the application is complete and forward the application to the City Clerk.
- 3. The City Clerk will forward the application to applicable departments based on the requested services.
- 4. The City Staff will review the application and discuss the event with the organizers to determine operational needs and costs.
- 5. An operational/action plan will be completed by the Police/DPW/Fire Departments, if needed.
- 6. An event report will be completed and presented to City Council, as needed for approval.
- 7. The final costs of the event will be submitted to Finance who will invoice the organizers for the event. Payment will be due 30 days prior to the event.
- 8. An after-action review will be conducted after the event. The review will outline any concerns to be addressed in future events.
- 9. Copies of the application and event documents will be saved in the event file located in F:\USERS\SHARED\Special Events.



SPECIAL EVENT APPLICATION

The City <u>must</u> receive this form ninety (90) days prior to the date of the event. Forms received less than ninety (90) days prior to the date of the event may result in denial of the request. Please <u>submit a letter</u> with this form that details your Special Event.

	APPLIC	ANT INFORMATION		
Applicant Name:	Phone Number:			
Email:				
	EVE	NT INFORMATION		
Event Name:				
Event Sponsor (company/org	anization/group):			
☐ Non (Profit	☐ For Profit	□ Public Awareness	
Date(s) of Event:		Start Time:	End Time:	
		Type of Event		
☐ Parade/Run/Walk	☐ Entertainment		Other Event (explain):	
Assembly Starting Location:	City Park(s):]	
			Describe Location:	
Destination/Finishing Point:	1			
Please attach map with letter	Parking Lot(s):			
indicated the route fo the				
event.				
Is a street Closure Requested:	☐ Yes	□ No		
Name of Street(s):				
		INSURANCE		
•	rtificate must be fil	led out at the time of	f Marshall as co-insured for any events on this Special Event Application is llars in liability insurance.	
Insurance Certificate Status:	ded with Event Ap	plication	☐ Certificate Previously Filed	
Event Representative			Printed	
Signature:			Name:	
Date:				

Example of Fees to To be determined by City Departments			OFFICE USE ONLY	
Item	Unit Price		Quantity	Total Cost
Type III Barricade	\$8.00	Each		
Saw Horse Barricade	\$5.00	Each		
Closure Signs	\$2.00	Each		
Detour Signs	\$4.00	Each		
Traffic Cones	\$3.00	Each		
No Parking Signs	\$1.00	Each		
Hang Banner	\$400.00	Each		
Trash Can	\$5.00	Each		
			tal Equipment Cost	

Staff Charges Hours will be estimated at event planning meeting with Organzer

OFFICE USE ONLY

DPW/Parks Department Services	\$ 45.00 Per Hour		ost	Total Cost
Restroom Cleaning				
Restroom Cleaning (overtime rate)	\$	60.00	Per Hour	
Street Sweeping	\$	25.00	Per Block	
Street Sweeping (overtime rate)	\$	35.00	Per Block	
Empty Trash (overtime rate)	\$	200.00	Each Occurance	
DPW Equipment/Vehicles:				
Other:				
Police Department Services	Cost		ost	
Per Officer	\$	55.00	Per Hour	
Per Officer (overtime rate)	\$	85.00	Per Hour	
Vehicle:	\$	25.00	Per Hour	
Fire Department Services	Cost		ost	
Personnel			Per Hour	Marie Land
Ambulance/Pumper (overtime rate)			Per Hour	
Other		TBD		
			Total Staff Charges	
	-		SUB TOTAL	
·	App	ly Non Profit	Discount (-\$1000)	
		-	TOTAL	

City of Marshall Special Event Waiver of Liability

EVENT ORGANIZER	
DOB	
PHONE	
ADDRESS	
SPECIAL EVENT NAME AND DI	ESCRIPTION:
WAIV	/ER OF PHYSICAL DAMAGE OR INJURY
LEGALLY BOUND FOR THEMSE WAIVE AND RELEASE ANY AND HAVE AGAINST THE <u>CITY OF I</u>	TING THIS SPECIAL EVENT THE RELEASER, INTENDED TO BE ELVES AND THEIR HEIRS, EXECUTORS AND ADMINISTRATORS, O ALL RIGHTS FOR ANY INJURIES AND DAMAGES THEY MAY MARSHALL, ITS OFFICIALS, AND THE CITY OF MARSHALL ORS, AND ASSIGNS FOR ANY AND ALL INJURIES OR DAMAGES ON WITH THE ACTIVITY OF
UNDERSTAND THAT I HAVE GIVIT FREELY AND VOLUNTARILY BEING MADE TO ME AND INTE	EAD THIS WAIVER OF LIABILITY, FULLY UNDERSTAND ITS TERMS, VEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED Y WITHOUT ANY INDUCEMENT, ASSURANCE, OR GUARANTEE END MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL OF THE GREATEST EXTENT ALLOWED BY LAW.
Signature	Date
Witness	Date



ADMINISTRATIVE REPORT March 7, 2022 - CITY COUNCIL MEETING

TO:

Honorable Mayor and City Council Members

FROM:

Josh Lankerd, Chief of Police

Marguerite Davenport, Director of Public Services

Derek Perry, City Manager

SUBJECT: Market on Main "Summer Block Party" Event

EVENT DETAILS:

The Marshall Retailers Association is partnering with multiple community groups to have a Market on Main "Summer Block Party event which will include music, shopping, and activities. They have requested the road closure of Michigan Avenue on July 16th, 2022 from 10 am to 10 pm for the event.

The planned events include:

- Live Music- Working with YPC to organize music for the event starting at 1:30 p.m. and continuing into the evening with the headlining band playing from 7:00-9:00 p.m.
- · Retailers will be utilizing outdoor merchandise displays and canopies to create an enticing, walkable, outdoor marketplace for tourists and locals alike.
- Grand River Brewery is planning a cornhole tournament on their end of the block during the event.
- The Marshall Public Library plans to host a story time during the afternoon portion of the event.
- Retailers will be sponsoring face painting, chalk art, rock painting and wood painting activities.
- There will be a scavenger hunt that will continue into the shopping day on Saturday to encourage event attendees to spend time shopping in the stores.
- A photo op "cut out" competition will allow local artists to create photo ops by painting scenes on sheets of plywood with holes for people to put their faces. These can be used throughout the summer.

It should be noted the event will be held within the community's 'Social District', and as such, will be open to all to consume alcohol in the event area as allowed under our social district rules.

323 W. Michigan Ave. Marshall, MI 49068

p 269.781.5183

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BACKGROUND:

Last year the Marshall Retailers Association held multiple Market on Main events, this year they are planning only one. The Marshall Retailers Association is working with the Marshall Youngish Professionals Committee, the Marshall Library, and others in the community to help make the event successful. The event has the support of MAEDA and the DDA/LDFA.

SPONSOR RESPONSIBLITIES:

As the event sponsor, Marshall Retailers Association has volunteered to set up the event for the street closing. They have agreed to the following:

- 1. Any signage, electrical connections, plumbing connections, mechanical connections, and open flame devices shall be approved in advance, and be in conformance with City of Marshall code.
- 2. The event sponsor is responsible for placing the barricades across the road at the start of the event, and to remove them from the road at the conclusion of the event. They must also turn the 'road closed ahead' signs to face the road prior to the event, and away from the road after the event.
- 3. The event sponsor is responsible for set up and removal of all tents, tables, chairs, fixtures, signs, etc.
- 4. The event sponsor is responsible for trash collection, and debris removal from the area, including the City sidewalk, right of ways and road.
- 5. All sidewalks on Michigan Avenue remain at all times in compliance with MDOT guidelines, allowing an unobstructed path for pedestrians within the center portion.
- 6. The sponsor is responsible for obtaining and maintaining insurance coverage for the event.

FISCAL EFFECTS: The event will incur costs for several City Departments. The costs are estimated to be under \$1000 based on the following cost estimates (Police and Fire \$174.51- Planning), (City Administration- \$18 Filing), (Streets \$686.56- MDOT Permit, Scheduling, Barricade Placement and removal, Detour Routes), and (City Attorney \$43.75- Liability Review). The Marshall Retailers Association is a non-profit organization. Council has advised the first \$1000 will be waived for non-profit organizations.

RECOMMENDATIONS: It is recommended that City Council review the incident details and required street closures as presented, and consider appropriate action.

ALTERNATIVES:

As suggested by Council.

Respectfully submitted,

Josh Lankerd Police Chief Marguerite Davenport Public Works Director Derek Perry City Manager Marshall Retailers Association's Market on Main "Summer Block Party" Downtown Marshall Saturday, July 16, 2022

Background:

The global pandemic continues to depress tourism in Marshall. The downtown district has struggled with decreased customer traffic during surges including, most recently, during the Delta and Omicron surges. The Marshall Retail Association (with the Youngish Professionals Committee (YPC) assisting with musical group suggestions) would like to bring music performances in conjunction with Market on Main activities to create a "Summer Block Party" event.

Proposal:

The Marshall Retailers Association, in conjunction with MAEDA, respectfully request the main block on Michigan Ave (from Eagle to Jefferson) to be closed on Saturday, July 16, 2022 from 10:00am – 10:00pm for an annual Market on Main "Summer Block Party". The event would run from 11:00am – 9:00pm. This is the only Market on Main request for 2022. The event has the following activities planned for the day:

- The YPC will providing a list of potential musicians for the event, to give a similar feel to their "Fridays at the Fountain," which have become popular events. The goal is to have music start in the afternoon at 1:30 p.m. and continue into the evening with the headlining band playing from 7:00-9:00 p.m. Highpoint Bank is in full support of having the musical performers in front of their downtown Marshall location in the center of the block.
- Retailers will be utilizing outdoor merchandise displays and canopies to create an enticing, walkable, outdoor marketplace for tourists and locals alike.
- Grand River Brewery is planning a cornhole tournament on their end of the block during the event.
- The Marshall Public Library plans to host a story time during the afternoon portion of the event.
- Retailers will be sponsoring face painting, chalk art, rock painting and wood painting activities.
- There will be a scavenger hunt that will continue into the shopping day on Saturday to encourage event attendees to spend time shopping in the stores.
- A photo op "cut out" competition will allow local artists to create photo ops by painting scenes on sheets of plywood with holes for people to put their faces. These can be used throughout the summer.

The outdoor venue will encourage individuals who feel safer shopping outside to come to Marshall for shopping, eating, and drinking.

As the main block is part of the social district, this event would benefit retailers and restaurants alike. Since it is proposed for the warmer months of the year, parking at the parking ramp or in the surrounding lots will provide ample parking for participants.

Each downtown retail establishment will have a space assigned to them in the closed off area. For businesses on the main block, it will be in front of their buildings. For businesses outside of the main block, they will be given first choice of other identified spots along the street. The retailers will work

with MAEDA, the City of Marshall staff and the Calhoun County Health Department, to have appropriate social distancing spacing between the participating locations. After this exercise, if there are open spots still available for the Outdoor Bazaar, the retail community possibly would open up those spots for applications for other retail businesses to join the event. These businesses would pay a small fee for their space. These fees would be used to promote retail tourism events. A committee will be reviewing the applications to make sure the outside vendors are properly registered with the state and have a quality offering. This committee will be led by Warner Ball at Eastend.

The Marshall Retailers Association already has an insurance policy in place that indemnify the city for this events. This is the same policy that was reviewed by the city attorney for the events in 2021.

Marketing

Obtaining City Council support this early in the planning process will assure enough time to market the event. The YPC has a strong following for their "Friday at the Fountain" event which will assist in getting the word out. The Marshall Retailers Association has a lot of followers on their "Girls Night Out" page which will also be utilized to reach out to potential visitors for the event. MAEDA will also be utilizing their communication strategies to also market the event.

Posters and flyers will be made up to hand out in the stores, restaurants and during the Marshall Blues Festival.

January 25, 2022

Josh Lankerd Director of Public Safety City of Marshall

Dear Director Lankerd:

This petition serves as support for the Outdoor Market and Bazaar on July 16 as proposed by Marshall's downtown retail community.

The global pandemic continues to depress foot traffic and tourism in Marshall. An outdoor event that could bring visitors and residents alike to our downtown to safely shop and eat would benefit both retail and restaurant establishments. Fun, family-friendly activities, music and the potential for outside vendors to participate will widen the event's audience and spotlight Marshall as a community that is creatively supporting its local economy.

The downtown retailers thank you for your consideration.

I the undersigned, support the closure of Michigan Ave. between Eagle and Jefferson on July 15th for this event:

Name	Dusiness
Erges Wineler	LISH Nutrilion
well wares	Biglishiple Spicennic Cutsing The Best
Brandon Newton,	Municiper as Copies AC
Amanda DeWitt	Great Lakes Londy and Cones
Lindy Lleath	Just Bacid It
Cholos	tedgos Samelors
Austin Wines	Blufish Consulting
Victor Terrasi	61255 Act.
2/2-Azal	Glass Act
inta Buczynski	Grandma's Baby Bout que
1,	Corandona's Baby Bout goe Corandona's toys + troops

1) I had i		
Krisy Muck	Broadway Grille	
Laty Devine	Devine & Company	
Imilia lazguer	El (0):n	
ANN 14. 2.1	The 1st of the	
Join Britoise.	Now story Community Books	
Judy Peters	MIKES Place	
Miran Casu	Sweet Peas	
Cann Drench	Living MI	
Can Drensh	Handle & Ango	
Charlie Murch	Green Scene of Marcha	IL,
Hat Whaley / Corner Bal	V Eastern Studie &	Calley
Phone call or email support (not available for	signatures):	15.00
Mike Lounds, Trailblazers		•
April Reed, Grand River Brewery		-
Amanda Hershock, Copper Athletic Club		•
Mark Walker, Marshall Hardware		-
Jessica Lounds, Pawfitters		-
Nathan Grabowski, Hazeltree Woodworking		• -
Lori Craft, Craft Photography		-
Jen Darling, Eastend Studio & Gallery and YP	C core committee	_
97.63		



February 15, 2022

Josh Lankerd Director of Public Safety City of Marshall

RE: Letter of Support for the Market on Main

To Whom it May Concern:

This letter serves as support for the Market on Main proposed by Marshall's downtown business community that is currently scheduled for July 16th.

The global pandemic has negatively impacted tourism and sales for our downtown businesses over the past two years. An outdoor event that will bring visitors and residents alike to our downtown to safely shop and eat would benefit both retail and restaurant establishments. Family-friendly activities, including live music, and the potential for outdoor vendors to participate will widen the event's audience and spotlight Marshall as a community that is creatively supporting its local economy.

As the economic development and tourism organization for the City of Marshall and the surrounding area, Choose Marshall is willing to support the event through our tourism program and marketing.

Please do not hesitate to contact me to discuss further. Thank you for your consideration.

Sincerely,

Chief Executive Officer

Choose Marshall